

Agenda

Camino Montessori Board of Directors Board Meeting

Tuesday Jan 20, 2015 @ 6:15 PM

NOTICE AND AGENDA

Pursuant to Arizona Statute 38-431.02, notice is hereby given to the members of the CAMINO MONTESSORI Board of Directors and to the general public that the Board will hold a meeting open to the public on Tuesday, January 20, 2015 beginning at 6:15 p.m. The meeting will be held at Camino Montessori-44301 W. Maricopa/Casa Grande Hwy., Maricopa, AZ 85138.

Pursuant to A.R.S. 38-431.03.A2 and A.3, the Board may vote to go into Executive Session, which will not be open to the public, to discuss matters outlined in the agenda or to review, discuss and consider records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law.

The board reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specific time. One or more members of the Board may participate in the meeting by telephonic communications. It is the policy of the CAMINO MONTESSORI School Board to only discuss, consider, or decide those matters listed on the agenda pursuant to A.R.S. 38-431.02(H).

DATED AND POSTED ON THE CAMINO MONTESSORI WEBSITE AND AT THE MAIN OFFICE this 19th day of January, 2015 by Kevin Webster

Judy Webster, School Director
Marianne Mulligan, Board Secretary/Treasurer

Agenda Item	Purpose	Who	Time
I. Opening Items			
A. Call the Meeting to Order		J. Webster	
B. Record Attendance and Guests		M. Mulligan	
C. Read & Review Mission Statement		J. Webster	

Agenda Item	Purpose	Who	Time
D. Approve Minutes	Approve Minutes (Board Meeting on 12-16-14)	J. Webster	
II. Consent Agenda			
A. Financial Report	Vote	K. Webster	
B. A-P & Payroll Vouchers Review & Signatures	Vote	J. Webster	1
III. Finance			
A. Kristopher Holcomb-Annual Audit Review	FYI		5
B. School Tax Credit 2014	Discuss	K. Webster	5
IV. Governance			
A. Task Force-Board Member Orientation-update	Discuss	K. Perkins	5
B. Board Job Descriptions-Distribute & Acknowledge/Sign	Discuss	K. Perkins	5
C. Board Bio's	FYI	J. Webster	3
D. Expansion of the Board of Directors-status	Discuss	K. Webster	5
E. Elect Board Secretary	Vote	K. Webster	5
V. Academic & Student Achievement			
A. Student Data-Preliminary Summary	FYI	J. Webster	5
B. Performance Mgt. Plan (PMP) Update	FYI	J. Webster	5
VI. Facility			
A. Expansion site update & status	Vote	J. Webster	10
VII. School & Program Development			
A. Program Expansion update	FYI	J. Webster	5

Agenda Item	Purpose	Who	Time
VIII. CEO Support And Eval			
A. Begin Process for CEO Eval using High Bar automated system	Discuss	K. Webster	10
IX. Other Business			
A. Bonus for School Director	Vote	K. Webster	10
X. Meeting Amendments			
XI. Closing Items			
A. Call to Public	FYI	J. Webster	
B. Adjourn Meeting	Vote	J. Webster	

Agenda Cover Sheets

Section: III. Finance

Item: A. Kristopher Holcomb-Annual Audit Review

Purpose: FYI

Goal:

Submitted by: Judy Webster

Related Material:

Audit Report Final Copy.pdf

BACKGROUND:

Per ASBCS regulations, charter schools are required to submit an annual independent audit by an approved auditor. Camino currently contracts with Holcomb & Shreeves for audit and 990 services.

RECOMMENDATION:

Review attached audit report. Kris Holcomb will be attending 1/20/15 meeting to provide professional development to board members regarding the audit requirements and process.

Section: IV. Governance

Item: A. Task Force-Board Member Orientation-update

Purpose: Discuss

Goal:

Submitted by:

Related Material:

Camino_Board_Orientation_Plan.docx
Camino_Board_Attendance_Policy.docx

Section: IV. Governance

Item: B. Board Job Descriptions-Distribute & Acknowledge/Sign

Purpose: Discuss

Goal:

Submitted by: Kaitlin Perkins

Related Material:

Board Member Agreement 6.2014.docx

Secretary Job Description 6.2014.docx

President Job Description 6.2014.docx

Treasurer Job Description 6.2014.docx

VP Job Description 6.2014.docx

Board of Directors Collective JD 6.2014.docx

RECOMMENDATION:

Review, adopt, and sign proposed board job descriptions.