

Minutes

Camino Montessori Board of Directors

Board Meeting

Tuesday Jan 21, 2014 @ 5:30 PM at 2118 E. La Donna Dr., Tempe, AZ 85283

Board Members Present

J. Webster, K. Webster, M. Mulligan

Board Members Absent

R. Brandon

I. Opening Items

Call the Meeting to Order

M. Mulligan called a meeting of the board of trustees of Camino Montessori Board of Directors to order on Tuesday Jan 21, 2014 @ 5:50 PM at 2118 E. La Donna Dr., Tempe, AZ 85283.

Read & Review Mission Statement

Approve Minutes

K. Webster made a motion to approve minutes from the Board Meeting on 12-17-13 with typo correction as discussed.

M. Mulligan seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Finance

Review & signature approval current A/P vouchers; P/R vouchers

Financial Reports: December, 2013

Financial statements are not available due to end of year closing for ADI.

Personnel-Letters of Intent

Notice of intent format was given to all staff in January to indicate intentions for next school year. All have been received & Judy provided an update.

AZ CSP Grant

Final ammendment summary for 1st round of funds has been prepared & will be submitted to ADE 1/22 by ADI.

ECA Tax Credit

Future board business will include discussing the board's responsibility for determining how ECA Tax Credit monies are allocated & spent.

III. Governance

Employee Policies & Handbook

Barbara McCloud is sending Marianne 2 policy templates to add to handbook. Once received, the handbook should be finalized within a week & ready to review/distribute to Camino staff.

Annual review of Bylaws

Bylaws have been reviewed and approved with no revisions needed at this time.

K. Webster made a motion to approve & continue operating under the current bylaws.

M. Mulligan seconded the motion.

The board **VOTED** unanimously to approve the motion.

Board Expansion

Reviewed ASBCS requirements for board membership - Board approval; background check affidavit; fingerprints; resume; e-mail address; official transcripts. Kaitlin Perkins attended as a guest considering board membership.

Consent Agenda Draft

Tabled for next meeting.

IV. Academic & Student Achievement

Student Achievement Data

Judy added this item to the board agenda & will begin to provide summary student achievement data for board review & input. Student achievement is one of the areas of board oversight & responsibility.

Move On When Reading

Move On When Reading encompasses several AZ State Statutes pertaining to K-3 students reading proficiency requirements. Statutes requires core reading program, interventions, and other pieces to fulfill state requirements. Judy to ensure board kept up to date regarding student literacy data & progress.

V. Facility

Expansion Plans

The board agreed that more space is imperative (need at least 3 classrooms next year) & to move forward with plan to move operations from the current site to proposed site which will offer more space and room for future expansion.

VI. Development

Program Levels Expansion

After discussion regarding various options, the board agrees with plan to expand levels to include 3 and 4 year olds to create a full Primary program, and to expand through 4th grade next year pending ASBCS approval. Judy will complete the charter ammendment for adding grade levels ASAP.

Strategic Planning

Need to begin developing 3-5 year strategic plan--agreed to table item for next meeting.

VII. CEO Support And Eval

CEO Eval Tool & Process

Item tabled for next meeting.

CEO Eval Training-ADE

Marianne and Judy will attend the ADE sponsored Summit V 2-day workshop in February. The workshop's focus is developing & implementing Principal/Teacher Evaluations, as well as compliance.

VIII. Closing Items

Call to Public

Kaitlin Perkins, candidate for board membership, attended as a guest. She asked questions regarding membership requirements and they were answered by the board. There was no other public in attendance.

Next Board Mtg.-February 17th

Next meeting will be held on 2/17/15 at Camino at 6:15PM. Time change to allow for member

commutes.

Adjourn Meeting

M. Mulligan made a motion to adjourn.

K. Webster seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 07:37 pm.

Respectfully Submitted,

J. Webster