

SMS GOVERNANCE BOARD MINUTES FOR
September 12, 2022

I. CALL TO ORDER: 5:32pm

- Members present: Rachel Frazee, Shannon Ontiveros, Megan Ellenz
- Board Advisory members present: Dr Wendy Bernett, Alicia Gaunkey
- Teachers present: Sue Loback and Connie Jermome
- NOT present: Sam Fish

II. MINUTES FROM MARCH'S MEETING APPROVED—Motion made: Rachel, Seconded: Shannon motion passed.

III. TREASURER'S REPORT AND APPROVAL

- Received financial reports from Shannon- current account balance is \$8,950.04.
- Stats gathered that about 80% of our raised funds last year was spent.
- Best fundraising event was the Holiday Christmas wreaths last year.
- Governance board and PTO money is all ONE SAME fund account.
- Forms updated and placed in google drive for future reference and upcoming expenses.

IV. PRINCIPAL'S REPORT AND DISCUSSION

- Reviewed test scores from last year.
- Review Montessori mission statement, school expectations, motives, and direction.

V. COMMITTEE REPORTS

- Discuss Harvest Feast @ next PTO meeting. Teachers would serve food. Considering bake and craft sale options. (week prior to Thanksgiving and school break)
- Inquiring about bringing back popcorn fundraiser within the classroom setting (check with Cindy).
- Priority this year to keep Governance board and PTO board SEPARATE meetings/discussions.

VI. OLD BUSINESS:

- Discussion of June retreat 2022 and folders provided with handouts.
- Rachel made a motion to: Adopt the Board Member Terms of Agreement for all current and future Board members to complete. Shannon second it; it passed unanimously.
- Reviewed the board of education By Laws and structure to new on comers.
- Discussion on voting in new members and making short- and long-term goals for the school year.
- Robert Rules of order as board education

VII. NEW BUSINESS:

- New board members expectations and requirements (refer to google drive docs).
- BRF field trip proposal for Pre-K, Kindergarten and E1. Field trip would be October 3. \$6 child, bussing around \$60.00. Total costs: \$800 sum. Discussion on using financial funds or asking parents to pay per child. Alicia writing up letter regarding the details.
- Rachel made a motion to: The Governance Board will prioritize board budget policies and recommendations as the first task to focus on it the strategic plan. Shannon second. Motion passed unanimously.
- Creation of strategic planning map (vision, mission and core values) to abide by at all meetings.

- Creating short- and long-term goals of Governance board meetings and someday creating a subcommittee of governance board.
- The last motion made is that Shannon made a motion to call a special meeting to discuss board budget policies. Megan second? Motion passed unanimously.
- All members need to obtain a Spartan email and have access to google drive docs.

VIII. SPECIAL ANNOUNCEMENT

Governance board retreat will most likely be Saturday May 20, 2023. Rachel will provide all the details when we get closer to that time.

Adjourned meeting at 7:19pm

NEXT MEETING MONDAY, November 7, 2022 @ 5:30PM