Meeting Minutes

Date: 8/16/18, 4:00 pm – 5:00 pm
Meeting: Governance Committee Meeting
Location: Keystone Montessori

Members Present: Cindy Maschoff (Head of School), Amie Allor (Staff Member) and Martha Silva (Secretary).

Members Not Present: Robert Raimondo (Member).

Agenda Items

1. The meeting was called to order at 5:37 pm by Martha Silva.

2. Minutes from 3/21/18 were reviewed. Cindy Maschoff moves to adopt the minutes. Amie Allor seconds the motion and it passes 3:0. Motion passed by Cindy Maschoff, Amie Allor and Martha Silva.

3. Call to Public – No Public.

4. Discuss Action Items from previous meeting
   • Reviewed all items and updated the chart.

5. Discuss Conflict of Interest involving family members working at school.
   • There is no law not to hire family members. There is no legal conflict of interest.

6. Discuss Parent Survey Results.
   • Committee reviewed results. Charts will be created to present to Board Meeting. Need to evaluate and prepare a survey for next year.
   • Community will be acknowledged about the importance of their participation to this survey.

7. Discuss new BOD members’ candidates.
   • Committee will follow up with possible candidates.

8. Discuss Final copy of HS Review.
   • Final copy needs to be submitted to sign.

The meeting is adjourned at 5:06 pm
Next Meeting Date will be September 19, 2018.
Location Keystone Montessori
<table>
<thead>
<tr>
<th>Item #</th>
<th>Agenda Item</th>
<th>Actions</th>
<th>Assigned To</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Discuss Parent Survey Results</td>
<td>Present results using a chart or other to BOD.</td>
<td>Martha Silva</td>
<td>Next BOD meeting.</td>
</tr>
<tr>
<td>2</td>
<td>Discuss Parent Survey Results</td>
<td>Create Survey for next year</td>
<td>Gov. Committee</td>
<td>2/19/19</td>
</tr>
<tr>
<td>3</td>
<td>Discuss new BOD Members’ candidates</td>
<td>Committee will follow up with possible candidates.</td>
<td>Gov. Committee</td>
<td>Ongoing</td>
</tr>
<tr>
<td>4</td>
<td>Invite Dana Castoro to next Gov. Meeting</td>
<td></td>
<td>Martha Silva</td>
<td>Done</td>
</tr>
<tr>
<td>5</td>
<td>Prospect Members candidates</td>
<td>Follow up with recommended board members</td>
<td>Cindy Maschoff</td>
<td>Ongoing</td>
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</tbody>
</table>