Meeting Minutes

Date: 03/27/19, 6:00pm – 7:00pm
Meeting Board Meeting
Location Keystone Montessori
Chair Travis Childs (President)

Members Present: Travis Childs (President), Stacy Burnett (Vice-President) via conference, Robert Raimondo (Member), Amie Allor (Staff), and Martha Silva (Secretary) via conference.

Members Not Present: Ed Stock (Member)

Other Attendees: Cindy Maschoff (Head of School) and Laura Hertzler (Staff).

Agenda Items
1. The meeting was called to order at 6:05 pm by Travis Childs.

2. Mission Moment: Amie Allor showed some photos from the Hummingbirds class showing students working with outdoor environment. She read writing from Ms. Wendy about student interacting and being present with nature.

3. Minutes from 02/27/19 were reviewed. Amie Allor makes a motion to adopt the minutes with a some changes. Robert Raimondo seconds the motion and it passes 5:0. Motion passed by Amie Allor, Travis Childs, Robert Raimondo, Stacy Burnett and Martha Silva.

4. Call to Public: No Public

5. Review Action Items from previous Meeting – Updates are made to the Action items, see action items chart.

6. Open Meeting Law: Laura Herzler attended a webinar presented by the Arizona Charter School Association about Open Meeting Law. Laura summarized all the areas discussed at the webinar.

7. Finance Committee Report – Cindy went over dashboard and finance reports. As a consequence of our 100 day report numbers budget may need to be amended but otherwise we are currently tracking very closely to budget.

8. Fundraising Committee Report – Stacy gives an update from the fundraising committee. She discussed current YTD status including Tax Credit, Fall Festival & Sustaining Fund.


Meeting Minutes

The meeting is adjourned 6:39 pm by Travis Childs.

Next Meeting Date will be **April 24, 2019.** Location **Keystone Montessori School.**
## Meeting Minutes

### Open Action Items

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Actions</th>
<th>Assigned To</th>
<th>Completion Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1 Executive Meeting</td>
<td>Follow up agenda to publish Meeting 4/2/19</td>
<td>Martha Silva</td>
<td>3/30/19</td>
<td>Publish and send agenda</td>
</tr>
<tr>
<td>#2 Meeting Law</td>
<td>Create a sent Folder from Keystone Mail</td>
<td>Martha Silva</td>
<td>4/24/19</td>
<td>Share info with board members</td>
</tr>
<tr>
<td>#3 Strategic Plan – Remaining goals</td>
<td>Some members still need to pick an item. 2 members need to get back to Stacy. Stacy will forward the dashboard for Gov. Committee to review and share with the board.</td>
<td>Gov. Committee</td>
<td>On hold</td>
<td>Stacy B. will follow up with Cindy. On Hold.</td>
</tr>
<tr>
<td>#5 Action Plan for identified items from BOD Assessment</td>
<td>Share some of the links and information for training and sessions</td>
<td>Gov. Committee</td>
<td>On hold until #3 item.</td>
<td>On Hold</td>
</tr>
<tr>
<td>#6 Need to create database from old families directories.</td>
<td>Martha will clean the data and pass to Cindy &amp; Laura.</td>
<td>Martha Silva</td>
<td>8/29/18 – Martha emailed to Cindy for review</td>
<td>Lisa &amp; Laura work on this. In Progress</td>
</tr>
</tbody>
</table>