Meeting Minutes

Date: 03/25/20, 6:00pm – 7:00pm  
Meeting Board Meeting  
Location Keystone Montessori – and members via phone

Chair Travis Childs (President)

Members Present: Travis Childs (President), Stacy Burnett (Vice-President), Ed Stock (member), Amie Allor (Staff), Robert Raimondo (Member)  
Tricia Fuller (member) and Martha Silva (Secretary).

Members Not Present: N/A

Other Attendees: Laura Hertzler (Head of School), Stefan Linder (Associate HS), Cindy Maschoff (Admin Advisor), Heather Bonacorda (Admissions & Marketing), Melissa Sutton (Dev. Director) and Kristin Morgan (Aspire Accounting) and Cathleen Dooley (Lawyer).

Agenda Items

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

2. Mission Moment: Amie Allor shared how students are working at home and figuring out ways to accomplish work. There’s been a great teacher collaboration to support students and parents. This will continue in the next weeks.

3. Minutes: Reviewed 03-18-20 minutes; some changes need to be added Item #8 Discuss Board Member Term needs to be included. Under item #6 more details will be included. Minutes were not approved until revisions are made.

4. Call to Public: No Public.

5. Discuss and review COVID-19 Development: Kristin Morgan gives updates with state information and confirms continuation of funding at this point. Elementary and Adolescence funding continue. Special Education Services will continue as well.  
Kristin Morgan reviews the Cash Flow Analysis Report with estimates from April to July.

   Ed Stock makes a motion to continue paying staff until May 1. Tricia seconds the motion and it passes 6:0 and 1:0 Abstain. Motion passed by Travis Child, Stacy Burnett, Robert Raimondo, Ed Stock, Tricia Fuller and Martha Silva. Motion abstain by Amie Allor.

6. Discuss Strategic Planning: Laura Hertzler communicated with Kelly Rawlings about holding the Strategic Planning discussion for later.

The meeting is adjourned 7:19 pm by Travis Childs.

Next Meeting Date will be April 1, 2020. Location Keystone Montessori School.
# 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 #6 Discuss and Review COVID-19.</td>
<td>Draft a letter to be sent to families about school trips cancelled.</td>
<td>Laura Hertzler</td>
<td>3/20/20</td>
<td>Letter sent to parents. 3/25/20. Completed</td>
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<tr>
<td>#2 #7 Fundraising Report</td>
<td>Need to work on a propels for Sustaining Fund</td>
<td>Laura Hertzler, Travis Child, Stacy Burnett</td>
<td>TBD</td>
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<td>#3</td>
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