Meeting Minutes
Date: 06/26/19, 6:00pm – 7:00pm  
Meeting Board Meeting  
Location Keystone Montessori  
Chair Stacy Burnett (Vice-President)

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

Members Not Present: Ed Stock (Member).

Other Attendees: Kristin Morgan (Aspire Accountant), Melissa Sutton (Staff), Cindy Maschoff (Head of School) and Laura Hertzler (Staff).

Agenda Items
1. The meeting was called to order at 6:04 pm by Stacy Burnett.


3. Minutes from 04/24/19 were reviewed. Stacy Burnett makes a motion to adopt the minutes. Amie Allor seconds the motion and it passes 5:0. Motion passed by Amie Allor, Stacy Burnett, Robert Raimondo, Stacy Burnett and Martha Silva. Travis Childs abstains.

4. Call to Public: No Public

5. Change in Keystone Montessori Charter School Representative to Laura Hertzler: Stacy Burnett makes a motion to remove Cindy Maschoff as a Charter Representative to add Laura Hertzler as a Chart Representative effective July 1, 2019. Martha Silva seconds the motion and it passes 6:0. Motion passed by Amie Allor, Stacy Burnett, Robert Raimondo, Stacy Burnett, Travis Childs and Martha Silva.

6. Resolution to add Stefan Linder to Bank Accounts: Stacy Burnett makes a motion to accept resolution as stated below to add Stefan Linder to sign bank accounts. Travis Childs seconds the motion and it passes 6:0. Motion passed by Amie Allor, Stacy Burnett, Robert Raimondo, Stacy Burnett, Travis Childs and Martha Silva.

Resolution/Authorization. This Entity shall open or continue an account with Zions Bancorporations, N.A. dba National Bank of Arizona(“Bank”), and until this authority is revoked by written notification to Bank of such action by those authorizing this action, the persons named and whose signatures appear on the Signature Card for the account are hereby authorized to initiate transactions of all kinds, including signing checks, drafts, withdrawal orders, bills of exchange, and make wire or telephone transfers and otherwise initiate transactions and manage the account and any related services and products as they see fit for and on behalf of the Entity. The Entity will provide a new resolution and complete a new Signature Card for any change in signers. Bank shall be indemnified and held harmless from any loss suffered or any liability incurred by it in continuing to act in accordance with this authorization. The Entity agrees that this account will be utilized according to applicable laws and the Deposit Accounts Agreement(s) of Bank. This account is subject to service fees and disclosed in Bank’s current Rate and Fee Schedules, now in effect or hereinafter established. This resolution/authorization supersedes all prior authorizations, which are hereby cancelled.
Meeting Minutes

7. Discuss Revision of the ByLaws re: Hiring process of HS and Assistant HS: Governance Committee will work on a draft to be approved by board.


9. Governance Committee Report – Martha Silva gives status for the committee, Parent survey will be sent before school starts, need to schedule an end of year accomplishments with Cindy Maschoff. Waiting for responses from prospect board members.


The meeting is adjourned 7:02 pm by Stacy Burnett.

Next Meeting Date will be July 10, 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</td>
<td>Discuss revision of the bylaws re: hiring process of HS and Assistant HS</td>
<td>A draft will be created to be review with board</td>
<td>Martha Silva Stacy Burnett</td>
<td>9/2019</td>
</tr>
<tr>
<td>#2</td>
<td>Discuss revision of the bylaws re: hiring process of HS and Assistant HS</td>
<td>Document an outline of the overall process</td>
<td>Martha Silva Stacy Burnett</td>
<td>9/2019</td>
</tr>
<tr>
<td>#3</td>
<td>Governance Committee Report</td>
<td>Review and send parent survey</td>
<td>Martha Sikva</td>
<td>7/15/19</td>
</tr>
<tr>
<td>#4</td>
<td>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 review</td>
<td></td>
<td>On hold</td>
</tr>
<tr>
<td>#5</td>
<td>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 will review and share with the board.</td>
<td>On hold until #3 item.</td>
</tr>
<tr>
<td>#6</td>
<td>Need to create database from old families directories.</td>
<td>Martha will clean the convert data and pass to Cindy &amp; Laura.</td>
<td></td>
<td>8/29/18 – Martha emailed to Cindy for review</td>
</tr>
</tbody>
</table>