

Mt. Clemens Montessori Academy Board of Directors
Organizational and Regular Meeting
Proposed Minutes

Approved

Date: September 12, 2019
Time: 5:30 P.M.
Place: Mt. Clemens Montessori Academy
1070 Hampton, Mt. Clemens, MI 48043

I. Meeting called to order at 5:32 p.m. by Nicole Morgia

II. Roll Call

	Present	Absent
Nicole Morgia, President	<u>X</u>	_____
Megan Blenkhorn, Vice President	<u>X</u>	_____
Teresa Shiner, Treasurer	<u>X</u>	_____
Jodie Sherwood, Member	<u>X</u>	_____ (Arrived 5:38)

Others: Todd Dryer, Casey Rakowski, Sara Fields, Allie Siebert, Desiree McNeil, Allison Rousseau, Jennifer Rump, Siham Tazzi, Nikki Delia, Aga Kasprzyk, Asifa Rathur, Steve McSherry, Tara Trevino, Katelyn Baker, Elise Fickert, Desiree McNeil, Jenny Kolbow, Kasey Gason, Beth Wettstein, Amy Zacharias

III. Approval of Agenda

Motion by Megan Blenkhorn seconded by Teresa Shiner to approve the agenda as presented.

Motion passed unanimously.

IV. Approval of Minutes

a. August 15, 2019 Regular Meeting Minutes

Motion by Megan Blenkhorn seconded by Teresa Shiner to approve the August 15, 2019 Meeting Minutes.

Motion passed unanimously.

V. Audit Presentation by Plante Moran

- Jenny Kolbow and Kasey Gason presented the results of the audit
- 3 deliverables were passed out
- Ms. Kolbow presented the Power Point presentation
- There was a decrease in the fund balance of approximately \$176,000 due to the purchase of the building
- It was said that Mount Clemens Montessori was “right on budget”

VI. Board Correspondence

- None

VII. Facilities Committee

a. Partners in Architecture Proposal

- Todd Dryer spoke briefly about the proposal from Partners in Architecture
- Nicole Morgia read an email from Jeff Wood from the City of Mount Clemens

Motion by Megan Blenkhorn seconded by Teresa Shiner to appoint Nicole Morgia to sign Partners in Architecture proposal based on correspondence with the City of Mount Clemens.

Motion passed unanimously.

b. Classroom Vanity Project #1 Pricing Breakdown

- Casey Rakowski and Todd Dryer spoke to the Jarvis proposal

Motion by Megan Blenkhorn seconded by Teresa Shiner to approve moving forward with collecting formal proposal for the vanity project.

Motion passed unanimously.

c. Audio/Video Intercom Quote

- Casey Rakowski presented the options from the Great Lakes Lock quote for an audio or video buzz in system

Motion by Megan Blenkhorn seconded by Teresa Shiner to approve moving forward with having Great Lakes Lock to install video systems for the main entrance and the door that goes to the playground.

Motion passed unanimously.

VIII. Discussion Items

a. Staffing/Budget

- Sara Fields presented the staffing/budget plan

IX. Public Comment

- The Board asked the staff how the school year was going and everyone said how well things were going.

X. CS Partners Report

a. Director of School Leadership/ CSP Report

1. Board Surveys

- S. Fields presented the CSP Report and the Board surveys

b. School Leader's Report

- C. Rakowski presented the School Leader Report
- Enrollment in elementary is 298
- Enrollment in the preschool is 45
- Kindergarten is where there are openings

- Nicole Morgia suggested sending a letter to parents that have left the school detailing the changes in the school this year
- C. Rakowski presented the MSTEP results
- C. Rakowski presented Detroit Chemical quote to obtain cleaning equipment
- NWEA testing will start Monday

Motion by Megan Blenkhorn seconded by Teresa Shiner to appoint Jodie Sherwood to review and sign janitorial equipment lease.

Motion passed unanimously.

- A. Siebert presented the new MCMA App

c. Authorizer Report

- A. Zacharias presented that the authorizer walk through was successful

XI. Financial Report

a. August Financial Statements

- S. Fields presented the August Financial Statements.

Motion by Jodie Sherwood seconded by Megan Blenkhorn to accept the August financials as presented.

Motion passed unanimously.

XII. Old Business

a. Board Vacancy

- Megan Blenkhorn reached out to a potential board member that just committed to a job that will take all of her free time

XIII. New Business

a. Approval of Health Education Board Policy

Motion by Megan Blenkhorn seconded by Theresa Shiner to approve the Health Education Board Policy. Motion passed unanimously.

b. Approval of Teacher/Administrator Evaluation and Employee Certification Warranty

Motion by Megan Blenkhorn seconded by Teresa Shiner to approve the Teacher/Administrator Evaluation and Employee Certification Warranty.
Motion passed unanimously.

XIV. Board Comment

- None

XV. Extended Public Comment

- None

Next Board meeting scheduled for October 3, 2019 at 5:30 p.m.

XVI. Adjournment

Motion by Megan Blenkhorn, seconded by Teresa Shiner to adjourn the meeting at 6:35p.m.

Motion passed unanimously.

Proposed minutes respectfully submitted,

Todd Dryer

Board Designee

9.13.2019

Date

Approved by the Board of Directors at its October meeting.


Board Secretary

10/3/19
Date

Minutes available at: Mt. Clemens Montessori Academy, 1070 Hampton, Mt. Clemens, MI 48043. This meeting is a meeting of the Board of Directors in public for the purpose of conducting the Academy's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.