

**School Governing Board Committee**

**(AKA Advisory Council)**

**Minutes**

**Wednesday, August 29th, 2018, 5:30 P.M.**

**6050 N Invergordon Rd., Paradise Valley, AZ 85253**

**Pursuant to A.R.S. 38-431.02, notice is hereby given to members of the Montessori Academy Charter School that the School Governing Board Committee's specially scheduled meeting is open to the public on Wednesday, August 29<sup>th</sup>, 2018, 6050 N Invergordon Rd., Paradise Valley, AZ 85253, Room 11**

1. Call to Order at 5:37 p.m. by Jennifer Dunn.
2. Record Member Attendance. Present: Kara Tustin, Jennifer Dunn, Nicholas Toronto, Debra Berkey, and Maieta Clark. Absent: George Wood, Dr. Jeff Trent, and Maegan Dixon. Executive Board Members – Juli Newman and Krista Cross. Guest attendance: Andrea Corbin and Jill Plonski.
3. Initial call to public- Non-agendized item: None
4. Acknowledgements/Introductions. Nick Toronto commented on how amazing the campus looked. Jennifer Dunn was happy to see the pool remodel being done, as it is an excellent start to an amazing year. She also wanted to publicly acknowledge Administration (Juli) for how actively present she had been for all of the flooding. Lastly, she commented on the lovely job Maieta was doing with the Gardens. Kara Tustin was very happy to see how fired up and ready to go the teachers were for this new academic year.
5. Minutes for July 15, 2018, action item. Nick Toronto moved to approve the Minutes for July 15<sup>th</sup>, 2018. Debra Berkey seconded. NT, DB, MC, JD, KT voted in favor. Approved 5-0.
6. Old Business
  - a. Strategic Plan update. Juli Newman communicated the 2017 Strategic Plan was now out of date. We will continue to work on it until the new one is approved. The 'SWAT Analysis' and MEOFF plan were reviewed and updated. A formal program is in the works in which every member of the board chooses a category of the SWAT to refine. Some areas are no longer of concern. For example: With the addition of Alma, our Spanish program is now thriving and no longer a weakness. A very thorough and in-depth conversation ensued regarding the lists and implementation moving forward into 2018-19 school year. Any updates will be made on an as needed basis as new progress is made. Juli asked all Board Members to pick an area that they can develop within the strategic plan and be

ready by the September meeting to add to the discussion. Draft plans for those specific areas will be presented during the October meeting.

- i. Community Outreach. Juli Newman and Jennifer Dunn presented the idea have having a more formal plan for community outreach. This could be by volunteering and/or taking care of our own community. Kara Tustin spoke to the importance of community outreach within each education level and the importance of fostering the independence and responsibility (A Montessori Core Value). A round table discussion was had discussing possible opportunities. Campus beautification via campus workdays with a specific goal was discussed as a viable option as well. Feed My Starving Children is something Middle School does each year. A list of possible places will be in place by next meeting. Andrea Corbin, Honor Council Advisor, was asked to speak to this regarding the student run Honor Council and the service project they did for a local animal shelter. She noted the personal value the children gained by being involved in every step of the process, from asking for donations, to sorting donations, to delivering donations to the actual shelter, and meeting the animals. Having parent participation would be another lovely aspect of community giving. Some possible ideas discussed: EE – toy giveaway. Junior- Shelter. Senior- campus beautification. On-going list of possibilities possible 3 year cycle. Monthly/Yearly targets. On-going. Juli asked all Board members to think about this and submit ideas at the next meeting.
  - ii. Jennifer Dunn will address the Tax Credit Drive. She will have the giving trees up this month and will continue to update POMA.
- b. Facility Plan. An easily accessible plan, with a list of importance/priority was discussed. The top priority currently is the swimming pool. It is over-budget by about \$9,000 dollars due to finding several areas of concern. The additional upgrades had to be made in order to have the pool compliant and safe for our children for years to come. The electrical, the filtration system, and the life guard tower, were among these items. We have been attempting to keep the construction to the weekends so the sand blasting doesn't adversely affect the children and staff. We are projected to be complete in about 6 weeks. The second priority is the addition of a new storage facility. The permits are in and we scheduled to begin October. The delay was due to the legal requirement to install fire sprinklers per Town of Paradise Valley regulations and finding the least expensive yet most effective means of installation. (current bids are upwards of 30k) Thank you to Josh Kattau and his business, Camelback Building Group for navigating P.V, permitting, and erection of facility. An unexpected financial and time-consuming issue encountered this year was the unusually high level of flooding on campus. It is highly probable the removal of the West neighbors'

block retaining wall is what caused the excessive flooding. (Since this meeting, the west facing neighbor has erected a new retention wall per their on-going remodel and expansion of their property) We have had General contractors, Plumbers and an Environmental Consultant working on a plan to ensure the safety of our campus, especially rooms 2 and 3. Principal Newman made certain bleach was used to clean non-porous areas and vinegar on porous areas after the flooding, air filters were changed promptly, water was diverted as best as possible with herself, Mr. Newman, volunteer staff, and our Facilities Manager being here until midnight during all of the storms, drains were pumped, bids were made regarding the waterproofing of the building and the diversion of water as well as addressed the concern of Mold Spores being present in the building. The results of the mold testing, completed by Adams and Wendt, environmental consultants, came back with the report of exceptionally clean air in room 2 and all other rooms tested were also clear. There is NO MOLD present. The TOPA survey shows us as being the lowest point within the mountain plus, our drain is too small. A plumber came to clean the drain and our Facilities Manager is currently waterproofing the sides of the building, around room 2, installing retainer walls and working on areas where water can be redirected per the expert's opinions. Mr. Musa will be installing a 'French Drain' which does not affect our septic system. We do not have flood insurance; however, the cost is not worth the coverage/damage costs. The flooding has not been categorized as huge issue prior to this year's issues. Room 14 ceiling is being repaired, security gate doors have been ordered for all 3 front office doors, security gates have been ordered for the front entrance, and all staff will have a card code to enter with visitors having to be buzzed in by Ms. Reem. Gates will naturally be open during carline. The air conditioning units have had to be serviced due to the severe and frequent storms. A unnaturally high level of debris has accumulated within the units causing blockages that, if left unattended will cause the units to fail.

7. July financials. Debra Berkey moved to table this discussion. Seconded by Nick Toronto. NT, DB, MC, JD, KT voted in favor. Approved 5-0.
  - a. Brick project. Currently on hold per facility upgrades and coordinating the addition of concrete pads in several key places that will curb cost and chaos.
8. New Business.
  - a. Nick Toronto of Toronto's Travel has established an American Airlines rewards CODE for Montessori Academy that DOES NOT AFFECT personal frequent flyer miles but does accumulate points for Montessori Academy to use for school trips to off-set the cost through AMERICAN AIRLINES/BRITISH AIRWAYS. Standby for detailed information regarding this exciting new addition.

- b. Upcoming events: Jennifer Dunn is ramping up tax drive. She is working on information/involvement to rouse the commitment levels of the parents. She also reported on the dynamic nature of the first room parent meeting and how fantastic Hometown Fair will be this year under the direction of Lisa Brazsky. Debra Berkey updated us about upcoming events; Timeline of Life October 31<sup>st</sup>, Turkey Trot is the Tuesday before Thanksgiving, Camping Trip for Senior Elementary to new destination of Safford, Arizona. The first middle school Land Lab was a wild success. Ron James, the motivational speaker about CHOICE will be on campus September 18<sup>th</sup>.
  - c. The EE sand: We are discussing removing a large portion of the sand, keeping it at the required levels around the actual play structure and pouring a concrete pad to connect the existing concrete. We will also be adding larger planter boxes on in our on-going garden expansion.
9. Executive Board Report. Juli Newman. No additional reporting.
  10. Final call for public comment. Nothing further.
  11. Date of next meeting will be September 26<sup>th</sup>, 2018 at 5:30 p.m. in Room 11. Kara Tustin/Jennifer Dunn
  12. Meeting moved to adjourn by Debra Berkey, seconded by Jennifer Dunn. NT, DB, MC, JD, KT voted in favor. Approved 5-0. Adjourned at 6:37 p.m.

The next REGULARLY scheduled Advisory Council meeting will be held September 26th, 2018, 5:30 pm at 6050 N Invergordon Rd, Paradise Valley, AZ 85253, in Room 11 or other such accommodations as may be appropriate. If members interested in attending desire telephone call-in information, please submit such request in writing to the Secretary at least 48 hours prior to the meeting time so that we may ensure a quorum, or to the extent possible.

Submitted by Maieta Clark, Secretary, September 4th, 2018.