

Flagstaff Montessori
Regular Governing Board Meeting
Address: 850 N Locust St. Flagstaff, Arizona 86001
Date: Tuesday, June 13, 2023 at 6:00 PM
Location: B3 Classroom

Google Meet joining info

Video call link: <https://meet.google.com/rux-vkxg-acd>
Or dial: (US) +1 414-439-0590 PIN: 317 892 156#

1. Call to Order: Ms. Beya called the meeting to order at 6:06pm

2. Roll Call of Members

Dr. Sara Clancey took roll.

Members	
Dr. Sara Clancey	present
Dr. Kyler Kuehn	present
Dr. Anne Newland	present
Ms. Beya Thayer	present
Mr. Andy Vaughan	present

*Quorum Requirement met. 5 members present.

Administrators in Attendance:

Whitney Owens

Others in Attendance

Via Zoom:

Claudina Douglas

3. Approval of previous board meeting minutes

The board will review the 5/9/23 board meeting minutes prepared by Sara Clancey, secretary of the board.

Presentation, discussion, and possible action to accept the previous board meeting minutes.

Under #3, it has Dr. Anne Newland listed as present when she was absent.

Motion to approve the minutes with the revision.	Dr. Kyler Kuehn
Seconded	Mr. Andy Vaughan
Dr. Sara Clancey	aye

Dr. Kyler Kuehn	aye
Dr. Anne Newland	aye
Ms. Beya Thayer	aye
Mr. Andy Vaughan	aye
Final Resolution:	approved

4. Celebrations and General Updates

Whitney Owens will present celebrations and general updates.

Presentation and discussion. No action needed

All the schools had promotions and celebrations at the end of the school year.

The family BBQ was well attended.

Some of the staff attended the HEAL conference from Coconino County that addressed trauma informed care.

The school officially received their non-profit status.

ARPA Grant was awarded for \$6000. The school has applied for a second ARPA grant for \$200,000.

5. FY24 Proposed Budget

Claudina Douglas will present the FY24 Proposed Budget.

Presentation, discussion, and possible action:

Claudina Douglas went through the maintenance and operations budget proposal and explained the differences (increases/decreases) between FY23 and FY24. The projected net income should be \$35,739 by the end of FY24. Kyler Kuehn asked to see the variances from FY23 to FY24. Claudina will share this information with the board.

Motion to approve the proposed budget for FY24.	Dr. Anne Newland
Seconded	Dr. Sara Clancey
Dr. Sara Clancey	aye
Dr. Kyler Kuehn	aye
Dr. Anne Newland	aye
Ms. Beya Thayer	aye
Mr. Andy Vaughan	aye
Final Resolution:	approved

6. May 2023 Financials

Board to review May 2023 Financial Statement. Claudina Douglas will be available to answer questions.

Presentation, discussion, no action needed

Mr. Andy Vaughan presented the high and low checking account information for the previous financial year.

Claudina explained the May financials. There was a net income of \$106,844.87 through May 31, 2023. Andy Vaughan inquired about the Comerica checking account to see if the amount in that account can be transferred to the Chase checking account. Claudina will assist with the transfer procedure.

7. Head of School Evaluation Plan

Whitney Owens will share the Arizona School Board Association evaluation tool and a plan for its use during the FY24 school year.

Presentation, discussion, no action needed

Whitney Owens presented the evaluation plan for her position throughout the upcoming school year. The board will review the tool and be ready to use it in August.

8. Strategic Planning Update

Whitney Owens will share an update on strategic planning, including results of staff and family surveys.

Presentation, discussion, no action needed

Whitney Owens updated the board on the strategic plan. The HOS sent out a staff survey and a family survey to inform the strategic planning process. The strategic planning team is made up of 10 administrators and teachers. The first indicator they are working on is 'collaborative teams regularly interact to address common issues around curriculum, assessment, instruction, and the achievement of all the students.' The second indicator is, 'The school provides teachers with clear, ongoing evaluations with their strengths and weaknesses that are based on multiple sources of data and are consistent with student achievement data.'

9. Enrollment Update

Whitney Owens will present an enrollment update

Presentation, discussion, no action needed

Enrollment for FY24 is projected to be 177.5.

10. Date and Time of Next Board Meeting

Discussion and possible action to set the date and time of the next board meeting.

The next board meeting will be on 6/26/23 at 7:30am.

11. Public Comment (3 mins per/person, total of 30 mins time allotment)

No public comment

12. Adjournment Ms. Beya Thayer adjourned the meeting at 7:52pm