

**Flagstaff Montessori
Regular Governing Board Meeting
Address: 850 N Locust St. Flagstaff, Arizona 86001
Date: Tuesday, October 10, 2023 at 6:00pm
Location: B3 Classroom
Google Meet joining info:
Video call link: <https://meet.google.com/rux-vkxg-acd> Board Meeting
Or dial: (US) +1 414-439-0590 PIN: 317 892 156#**

1. Call to Order: Ms. Beya called the meeting to order at 6:04.

2. Roll Call of Members

Dr. Sara Clancey took roll.

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

*Quorum Requirement met. .

Administrators in Attendance:

Whitney Owens

Others in Attendance

Via Zoom:

Claudina Douglas

Mark Gallo

3. Approval of previous board meeting minutes

The board will review the 9/12/2023 board meeting minutes prepared by Sara Clancey. Presentation, discussion, and possible action to accept the previous board meeting minutes.

Motion to approve the minutes from 9/12/2023.	Mr. Andy Vaughan
Seconded	Dr. Kyler Kuehn
Dr. Sara Clancey	aye

Dr. Kyler Kuehn	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

The different MSF campuses celebrated Peace Day in September.
 The administration at the Switzer campus is working to re-purpose the conference room into a sensory space. There will be adjustments made to office spaces to accommodate other needs. The administration has also met with teachers to explain the process to get Montessori trained. This was attended by 5 employees.
 There has also been a media consultant who is helping the school build their social media presence.
 There was also a movie night at the Switzer campus on 10/6/2023 that was very well attended..

5. Financial Updates

Whitney Owens and ADI will share budget updates including the Annual Financial Report (AFR) and 301 money potential plan
 Presentation and discussion, and possible action:
 The AFR will be added to the website. There was a 17.9% increase in teacher salaries for FY23. The FY Revenue Actual was an increase of \$211,733 from FY22, this was mostly due to the child stabilization grant. There was also an increase in funding for students enrolled in special education.

Motion to approve the FY23 AFR.	Ms. Beya Thayer
Seconded	Mr. Andy Vaughan
Dr. Sara Clancey	aye
Dr. Kyler Kuehn	aye
Ms. Beya Thayer	aye
Mr. Andy Vaughan	aye
Final Resolution:	approved

6. Middle School Safe Dates Curriculum

The middle school campus would like to use the ‘Safe Dates’ program from Northland Family Health Center. This is not a sexual health curriculum, so does not need a committee review. It does require board approval.

Presentation, discussion, and possible action:

This curriculum is a dating curriculum that will be used with the middle school students on the opposite years of the sexual health curriculum. There is also a parent guide that can be distributed. There will be 5 sessions offered to the MSF Middle School students.

Motion to approve the Safe Dates Curriculum for middle school use.	Dr. Sara Clancey
Seconded	Mr. Andy Vaughan
Dr. Sara Clancey	aye
Dr. Kyler Kuehn	aye
Ms. Beya Thayer	aye
Mr. Andy Vaughan	aye
Final Resolution:	Approved.

7. Bylaws

Beya Thayer and Kyler Kuehn will present on the suggested amendments to the governing board bylaws.

Presentation, discussion, and possible action:

The bylaws revisions were reviewed and the rationale for the changes were explained by Kyler and Beya.

Motion to approve the revised bylaws.	Ms. Beya Thayer
Seconded	Dr. Kyler Kuehn
Dr. Sara Clancey	aye
Dr. Kyler Kuehn	aye
Ms. Beya Thayer	aye
Mr. Andy Vaughan	aye
Final Resolution:	approved

8. New Board Member Process

Beya Thayer and Kyler Kuehn will present on the suggested process for born member applications and selection.

Presentation, discussion, and possible action

As the template for the board application was reviewed, it was suggested that the question on

fundraising be rolled into the specific project ideas. The timeline presented was to share the notice on the website each year in November. Then the applications will be due in January and shared with the board at least a week before the school board meeting in February. Beya will look for a template for the matrix that will be used to review the application. No action is necessary.

9. Enrollment Update

Whitney Owens will present an enrollment update
Presentation, discussion, no action needed:

The current enrollment is 169 students. There have been 4 new students since the meeting last month.

14. 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 Nov 14, 2023 at 6:00pm.

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

No public members were present.

16. Adjournment Ms. Beya Thayer adjourned the meeting at 7:17pm.