

Flagstaff Montessori
 Regular Governing Board Meeting
 Address: 850 N Locust St. Flagstaff, Arizona 86001
 Date: Tuesday, December 12, 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 6:04pm

2. Roll Call of Members

Dr. Sara Clancey took role

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

Nicole Burkhart

Via Zoom:

Claudina Douglas

3. Approval of previous board meeting minutes

The board will review the 11/15/2023 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 11/15/2023.	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 primary teachers and staff were able to go to the Montessori conference in Phoenix.
- The schools have also had different gatherings.
- The school hosted their spelling bee.
- There was a meeting with teachers about having collaborative teams including curriculum and assessment and everyone felt like this system is going well.

5. Financial Updates

Whitney Owens, Andy Vaughan, and ADI will share budget updates including the revised budget, financial audit, and additional financial updates.

Presentation and discussion, and possible action:

Claudina presented to the board tonight. There is a net revenue of \$42,228.30 at the beginning of Nov. There were also excess funds allocated to the school since then. These payments will be broken up into two payments: the first received in Nov and the second in Feb.

Claudina also shared and explained the measurement calculator.

6. Audit and Compliance Questionnaire

Whitney Owens will reshare the audit and compliance questionnaire for board approval.

Presentation, discussion, and possible action:

The audit was presented to the board at the November meeting. Tonight it is requested that the board accepts the audit.

Motion to accept the FY23 Financial Audit and FY23 Compliance Questionnaire.	Dr. Kyler Kuehn
Seconded	Ms. Beya Thayer
Dr. Sara Clancey	aye
Dr. Kyler Kuehn	aye
Ms. Beya Thayer	aye
Mr. Andy Vaughan	aye

Final Resolution:	accepted
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7. Easement Proposal

Whitney Owens will present on the proposed easement from local realtor. Presentation, discussion, and possible action:

Andy Vaughan has asked if the relator has completed a traffic study to understand the implications for the campus. The option for the realtor to come and provide a presentation to the board was mentioned. Eric Alexander has agreed through the lease that the money will be paid to the school.

8. Update on New Board Member Applications

Whitney Owens will provide an update on the new board member applications. Presentation and discussion:

There have been no applicants who have come forward with completed applications. Whitney is going to reach out to families directly. Applications are due on January 9th.

9. Social Media Update

Whitney Owens will present a social media update Presentation, discussion, no action needed:

Ashley continues to post very creative posts and these posts have reached more people.

10. Enrollment Update

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

The current enrollment has increased by 5 students this month to a total of 174 students.

11. 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 January 9th, 2024.

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 7:01pm.