

Flagstaff Montessori

Regular Governing Board Meeting

Address: 850 N. Locust St., 86001, B3

Date: Sept 2, 2025 at 6pm (access at 5:55pm)

Google Meet joining info:

Video call link: <https://meet.google.com/smw-umxt-uvy>

Or dial: (US) +1 585-491-8187 PIN: 629 082 883#

Pursuant to Arizona Revised Statutes (A.R.S. 38-431.02) notice is hereby given to the members of the State Board for Charter Schools Governing Board, the Arizona State Board of Education, and the General Public, that the Governing Board of Flagstaff Montessori will hold a regular meeting open to the public as stated below at Flagstaff Montessori Switzer Campus at 850 N Locust St. Flagstaff, Arizona 86001. The Governing Board reserves the right to change the order of any items on the agenda, with the exception of any public hearing. One or more members of the Governing Board may participate in the meeting by telephonic communications. If noted on the agenda below, the Board may go into Executive Session, which will not be open to the public. The Governing Body may vote to hold an executive session for the purpose of obtaining legal advice from the Governing Body's attorney on any matter listed on the agenda pursuant to A.R.S. 38-431.03(A)(3). However, all Board decisions will be made in an open public meeting. Persons with a disability may request reasonable accommodations by contacting the school at (928) 226-1212. Requests should be made as early as possible to allow time to arrange the accommodation.

Dated and posted: **Monday, Sept 1, 2025 at 4pm**

Public Comment: The Governing Board values input from teachers, parents, and students at its meetings. Agenda Item: "Public Comment" provides an opportunity for the Board to receive information or inquiries regarding items not on the agenda. The Arizona Open Meeting law permits the public to ask questions about non-agenda items, and the Board may respond, but not discuss or take action on an item not on the posted agenda. "Public Comment" regularly occurs at the end of each regular Board meeting. In order to address the Board during the Public Comment, community members should complete a Public Comment form and give it to the Secretary of the Board prior to the start of the meeting.

Public Comment on Agenda Items: Input from members of the public on an issue under discussion will be considered at the conclusion of the Board's deliberation of each agenda item and before a vote is taken on that item. Visitors who wish to address the Board on an item that is on the agenda should complete a Public Comment form and give the form to the Secretary to the Board before the vote on that item so that the Board knows you wish to express an opinion on that agenda item.

Meeting Etiquette: Comments are limited to 3 minutes per item and 3 agenda items per meeting, including Public Comment. If you are with a group, please designate a

spokesperson.

Please turn off cell phones during the Board Meeting. Courteous behavior is expected, and inappropriate behavior with regard to the Board, Flagstaff Montessori staff, or other meeting attendees is subject to forfeiture of allotted time to speak.

MINUTES

1. Call to Order

The meeting was called to order at 6:00 p.m.

2. Roll Call of Members

Kyler Kuehn, Ph.D
Shaynna Pitman
Sandra Worcester
Andy Vaughan
Ben Dymond
Todd Wood
James Bauerle

Kyler Kuehn, Ph.D.	Present
Shaynna Pitman	Present (joined at 6:04)
Sandra Worcester	Present
Andy Vaughan	Present
Ben Dymond	Absent
Todd Wood	Present (joined at 6:07)
James Bauerle	Present

3. Review of Board Norms

The board reviewed norms.

4. Approval of Board Minutes

The Board will review regular session minutes from August 2025.
Discussion, and possible action

*Sandra Worcester motioned to approve the regular session August 2025 minutes.
James Bauerle seconded the motion.*

Kyler Kuehn, Ph.D.	Aye
Shaynna Pitman	
Sandra Worcester	Aye
Andy Vaughan	Aye
Ben Dymond	
Todd Wood	
James Bauerle	Aye

The motion passed.

*Shaynna Pitman joined the meeting at 6:04.
Todd Wood joined the meeting at 6:07.*

5. Celebrations

MSF staff will share general celebrations
Presentation and discussion

MSF staff shared general celebrations.

- *Westside: The students and guides are enjoying the use of the outdoor environment.*
- *Sunnyside: Ms. Ali hosted a Parent Education (Montessori in the Home) event. These parent education sessions are open to all preschool parents, and are scheduled throughout the school year.*
- *Switzer: This year Ms. Jen. will continue as a fellow at Public Montessori in Action. Ms. Jeremy displayed art work at the Coconino County Fair. After school clubs, some partnered with community members are in session, including neighborhood sports and games, Chess Club, Cooking Club, 2 choirs, Martial Arts, Lego Robotics.*
- *Cedar: Students began a student selected 9 week Passion Project assignment.*
- *A school-wide newsletter, **4 Pines Press** was published by Bethany Boness. The newsletter highlights school-wide staff members, communities, and events.*

6. Budget and Financials

A representative from ADI will share financials and other budget updates, including the revised budget.

Presentation, discussion, and possible action

Claudina Douglas and Hannah Moody, Representatives from ADI shared financials and other budget updates.

Kyler Kuehn motioned to approve the Revised FY 26 Budget. Andy Vaughan seconded the motion.

Kyler Kuehn, Ph.D.	Aye
Shaynna Pitman	Aye
Sandra Worcester	Aye
Andy Vaughan	Aye
Ben Dymond	
Todd Wood	Aye
James Bauerle	Aye

The motion passed.

7. Approval of Address Change for Westside Campus

The Board will vote to approve the updated address of the Westside Campus for submission with the amendment request to the Arizona State Board for Charter Schools.

Old Address:

575 W. University Ave,
Flagstaff, AZ 86001

New Address:

575 W. Fresquez Ave,
Flagstaff AZ 86001

Discussion and action

Andy Vaughan motioned to approve the updated address of the Westside Campus for submission with the amendment request to the Arizona State Board for Charter Schools. Todd Wood seconded the motion.

Kyler Kuehn, Ph.D.	Aye
Shaynna Pitman	Aye
Sandra Worcester	Aye
Andy Vaughan	Aye
Ben Dymond	
Todd Wood	Aye
James Bauerle	Aye

The motion passed.

8. Policy Updates

Bethany Boness will present on policy updates including the following:

Presentation, discussion, and possible action.

GDFA	SUPPORT STAFF QUALIFICATIONS AND REQUIREMENTS
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Bethany Boness presented policy updates including GDFA SUPPORT STAFF QUALIFICATIONS AND REQUIREMENTS.

James Bauerle moved to approve the GDFA SUPPORT STAFF QUALIFICATIONS AND REQUIREMENTS. Todd Wood seconded the motion.

Kyler Kuehn, Ph.D.	Aye
Shaynna Pitman	Aye
Sandra Worcester	Aye
Andy Vaughan	Aye
Ben Dymond	
Todd Wood	Aye
James Bauerle	Aye

9. Enrollment Update

MSF Administration will present on current enrollment numbers
Presentation and discussion

Whitney Owens and Bethany Boness presented current enrollment.

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

No public comments.

11. Governing Board Training: What Should Your Board Be Asking? Best Practices for Financial & Academic Oversight, ACSA Governing Board Training

MSF Administration and Board President, Kyler Kuehn, will conduct board member training
Presentation and discussion

MSF Administration and Board President, Kyler Kuehn, conducted board member training presented by the Arizona Charter Schools Association: What Should Your Board Be Asking? Best Practices for Financial & Academic Oversight.

12. Date and Time of Next Board Meeting

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

The next regular board meeting will be October 7 at 6:00 pm.

13. Adjournment

The meeting was adjourned at 7:53 pm.