

Willow Oak Montessori Charter School, Inc.

February 20, 2014

Minutes

7:30 – Check in/welcome

In attendance: Kate Ackerman, Luanne Bannan, Melissa Beck, Heather Rainville, Pete Rubinas, Meredith Weiss, Lizy Wildsmith

Absent: Meneca Davis, Angela Riccio, Tammy Triglianios

7:33 – Luanne called the meeting to order

7:34 – January Minutes – **MOTION** to approve minutes as written (Lizy); Second (Kate); approved unanimously.

7:35 – Head of School report

- 28 1st grade spots were offered from the lottery
- All lottery spots have been accepted and filled for the 1st grade class
- Pete will ask for 2014-2015 intentions for returning families to learn more about who is coming back
- Pete offered a reminder that we can admit as many students as we want, but cannot get funding for more than 90 students
- For the 2014-2015 calendar year:
 - Proposed first day of school as August 25th
 - 177 school days are projected; 1,062 hours
 - Will do 3 progress reports next school year (October, February, May)
 - Last day of school proposed to be June 10 (half day)
- **MOTION** to approve 2014-2015 school calendar (Melissa B); second (Lizy); approved unanimously
- **MOTION** to approve April 21, 2014 as a student day instead of a teacher workday (Lizy); second (Melissa B); approved unanimously
- Pete will complete Winter MAP (reading and math) assessments by Feb 21 due to the weather delays
- Parent partnership night to discuss assessments and Montessori will be held Feb 26 at 6:30pm

7:58 – Executive Committee

- Luanne noted that there are no motions requested

8:01 – Curriculum

- Lizy recommended that the Board approve allowing up to \$7,000 in school funds to be used to pay for tuition teacher training (ie Montessori) in return for a 3-year commitment from teachers to WOM
 - **MOTION** to approve school funds to be used for teacher training in return for a 3-year commitment from teachers to WOM (Meredith); second (Kate); approved unanimously

8:06 – Finance Committee

- Heather noted two recommendations:
 - Line item increase for office supplies
 - Authorize enrollment in NCFlex program
 - Vision, life, FSA, disability – won't incur any admin costs for enrolling and no impact to this year's budget
 - **MOTION** to authorize enrollment in the NCFlex plan, and pay for employee only dental coverage for employees working 20 hours or more per week (Meredith); second (Kate); approved unanimously

8:17 – Board Development

- Melissa B noted that there are several Board positions to be filled
 - Plan to have slate of candidates to present to the Board by May
- Aaron Wells resigned from the Board effective January 22, 2014

Summarize/Action Items

- Pete: will post job descriptions by Sunday

8:20 – **MOTION** to adjourn the Charter meeting (Melissa B); second (Meredith); approved unanimously.
Meeting adjourned.

NEXT MEETING MARCH 13, 2014; 7:30PM @ BOLD BUILDING