

Montessori School of Louisville
A Non-Profit Organization
Board Meeting Summary

December 8th, 2008

Board of Directors Meeting Minutes---Submitted by Robert Chastain

In Attendance: Cynthia Gonzalez, Robert Chastain, Sue Perram, Lori Wendelin, James Gregory, Neill Meyers, Marci Kidd, Terrence and Felicia Carter, Simpfronia Taylor

Absent: Lisa Scheller, Bob Buse, Tim Evans

Sue opened meeting.

James read the vision Statement.

Old Minutes: Approved.

Went around the table to make introductions.

Board Education:

Cynthia presented Board Education. Discussed the Montessori Birthday celebration process.

Old Minutes: Deferring approval of November minutes until January meeting.

Director's Report:

Cynthia presented. Discussion of survey responses. Have had a better response rate for next year. Still questions about upper adolescent program. Getting ready to send out second response survey. Getting ready to interview an adolescent teacher interview. One of teachers has to do a practical as part of completing degree process. Working with substitute while teacher is completing education. Teacher will then be back mid-year.

Accreditation moving forward. Surveys will be going out to greater community in January. Gap analysis committee will be meeting in Mid-January. They will be mapping KY standards to Montessori for accreditation process. Some of issues include Montessori three year cycles versus individual grade levels. Marci also discussed some of issues.

James: Can we reach out to other schools that have already gone through this process?

Cynthia: In Kentucky, we are the only Montessori school following this process. Have communicated out with schools in other states for assistance in the process. Difficulty is that these programs have modified over years of growth, and so will not map directly to us.

Discussion of presentation made to parents on the Montessori adolescent program. Sue discussed her perspective on the presentation. Positive meeting. Provided key information on what we are doing, and how we are moving forward on building the program. Document and presentation was first time that families had an opportunity to see the vision. Had 50% of families at meeting. Cynthia also sent home presentation to families.

Marcia: Children were excited about the moving forward. More interested in process than anticipated.

AMS Conference: Several teachers going. School is covering conference fees. Room and Board paid by teachers.

Committee Reports:

Sue: Discussion about current lease with OMS. Their finance committee proposed a \$200 fee on rent, and \$200 fee increase on utilities. Reasonable considering that we have not had a rent increase in the last three. Utilities based on evaluating LG&E bill. We requested increased use of Gym. Offered additional hours for M-T-Th between 2:30 and 4:30.

Sue made Motion to accept lease with increases. Robb second. Motion approved.

Finance Committee Report: Lori presented. Presented financial packet. Performance through November 30th, 2008. Following in-line with our budget.

Harvest Festival. Made approximately \$1700.

Annual fund have received 9 pledges. Letters just went out to families. Should also send out to anyone who made donation last year.

2009/2010 Budget: Basic budget is the same. But include rent and utility increases. Also increase budget for an additional class. Proposal policy of 20% standard discount.

Tuition Proposal: Option A. Tuition same as this year, due on July 1st. Option B: Fact Option. Tuition payment is 2% higher under this plan. Following similar model used at St. X. Goal is to help maintain tuition at current levels, while standardizing process. Due to unusual negative economic climate, the goal was to maintain tuition at current levels, with the idea that once economy improves, we will look at small annual increases.

James: Should we create a larger discount for upfront payment? Discussion followed on pros and cons of tuition plan.

Sue: Discussion in finance committee is to keep tuition flat.

Lori: Motion made for tuition plan. Robb second. Motion approved.

Cynthia: Contracts to go out by before January.

Strategic Planning Committee Update:

Sue: Working on document for January to present to Board.

Development:

James: Reviewed action process document. Good parent participation. Meeting with CFO of Texas Roadhouse. Had a discretionary budget, may be able to do a corporate sponsor. Goal is \$30,000 in corporate sponsors. Looking for additional sponsors. Any Board member that knows someone, refer to committee. Meeting with the Marketing Director of the Ali Center. Attempting to get Ali at the event, or to have him visit the school and tape his visit. Center interested in donating family memberships, and framed print. Ali Center has local students who interact with community. The students will be coming MSL to discuss and interact with MSL students. Marcia has interesting field trip. At last parent meeting. Parents decided that no discount should be given to Parents. But can add to Fact contract. Has been Press Release written, and other marketing collateral. Asking Parents of children for 10 names to send invites. This week auction emails will go out.

Marcia: Limestone sculptor. Going to come February 3rd. Each student will be able to make contribution to a limestone sculpture. Students will be able to take away limestone necklace. Website: www.nellstone.com. They did the big mitt at the slugger museum. Will use the sculptures made by children as auction items. Suggested that our graduate do the design. That would make a media event.

Sue: Also looking to introduce us to greater Louisville business community. Looking to get Cynthia out into the community. Looking for Board members to have two names that Cynthia could meet in the business community before the end of the year.

Sim: Suggested contacting the Chamber of Commerce. Sim will call.

New Business:

No new business.

Old Business:

Shop-to-Earn discussion:

Neill: We are already in two other shopping programs. Good Search or Good Shop similar. There is no cost to join; it is similar to local shop cards. Designed for non-profits. Discussion of NY Times article discussing.

Miscellaneous Items:

Sue: Summary of parent and student exit interviews. Vast majority of reasons for leaving were financial reasons. Two families cited Montessori did not meet student learning styles. One cited disagreement with Director. Criticisms: Class sizes too small. Director issues. (Sue noted she had followed up with Cynthia to discuss.) Suggestions: Staff did not sell program for next Montessori level. Should do a moving up program for parents. Two families noted that their children loved the cafeteria at the new schools. Hot lunches.

Board Handbook: PDF file out to Board members today. Version 1.0. Already need next version. Should have update Board Handbook for next Board meeting.

Closed meeting with a quote by David Kahn.

Motion to Adjourn. Approved.

Meeting adjourned.