

Sierra Montessori Academy, Inc.
Council of Directors Special Meeting
Wednesday August 8, 2018
5:00 p.m.-Conference Room
16229 Duggans Road Grass Valley, CA 95949

Unofficial Minutes

- I. Meeting called to order at 5:07p by Jodi Reavis
- II. Established quorum Absent: Duffy Ford & Michele LaGamma; Present: Bonnie McKeegan, Lela Ruth, Jodi Reavis, Dan Craven, Stuart Monahan; Michele arrived at 5:30p
- III. Additions to the Agenda
Added "Approve Design for New Markee and Sign out front" (X G. Action Item)
Added "Discussion of school mascot" (X H. Discussion Item)
Changed order of Items
- IV. Adoption of the Agenda
Motion: Bonnie
Second: Stuart
Voted: Approved 5 - Approved Adoption of the Agenda with changes
- V. Closed Session
A. Conference with Legal Counsel-pending litigation (Gov. Code 54956.9(d)(3)(one case)
- VI. Open Session
A. Report out from closed session – no action taken
- VII. Open public forum
Recognition of Members of the audience is given an opportunity to address the COD regarding items listed or not listed on the agenda. As the COD discusses agenda items, audience participation is permitted. The President will recognize those members of the audience who wish to speak. Individual speakers shall be allowed 2 minutes to address the COD on each agenda or non-agenda item. Each person wishing to speak will be asked to identify him/herself before speaking. There will be no Board discussion except to ask questions or to refer the matter to staff and no actions will be taken unless listed on the agenda. PUBLIC PRESENT – A parent with 4 kids at SMA expressed interest in being a board member.
- VIII. Reports
A. Business Manager – Reviewed cash flow sheets, warrants through May, June, July 2018.
B. Directors Report – Reviewed school maintenance, painting, cleaning, weed eating, garden expansion activities over summer. Hired new aide and teacher, investigating a preschool (in preschool buildings – no add'l rent per district), new phones (old phones went down with fires in North state), pond drained and lined, replaced sign, repaired ball wall, railing room 10, TVs hung in classrooms, gate codes changed, school bbq purchased, school bbq planned. "Afterschool Enrichment Program" replacing "Aftercare."
- IX. Approval of Consent Agenda
These items are expected to be routine and non-controversial. They will be acted upon the Board at the one time without discussion, unless a trustee or citizen requests that an item be removed for discussion and separate consideration. In that case the designated item(s) will be considered following approval of the remaining items.
A. Approval of Minutes of the Regular Board meeting May 9th, 2018, June 1, 2018
B. Approval of May, June, July 2018 Warrants
Motion: Bonnie
Second: Dan
Voted: Approved 5 Approval of Consent Agenda

X. Discussion Items/Action Items

A. Approve 2 new board members – Dan Craven & Stuart Monahan

Motion: Lela

Second: Bonnie

Voted: 3 Approve 2 Absent – Approval of new board members effective immediately (Dan Craven & Stuart Monahan) (New board = Jodi Reavis - president, Bonnie McKeegan - secretary, Michele LaGamma, Stuart Monahan, Dan Craven)

B. Accept Resignation of 3 Board Members

Motion: Bonnie

Second: Stuart

Voted: 5 Approved - Approval of accepting 2 board member resignations (Lela Ruth & Duffy Ford) effective immediately. One board member (Bonnie McKeegan) resignation still effective according to resignation letter (September board meeting) or pending new board member.

C. Approve revised Classified Salary Schedule – discussed adding aide for Afterschool Enrichment Program, etc.

Motion: Dan

Second: Michele

Voted: 5 Approve – Approval of revised Classified Salary Schedule

D. Approve job description for Maintenances & Custodian – discussed creation of new job description for maintenance and custodial work currently carried out primarily by Will.

Motion: Stuart

Second: Michele

Voted: 5 Approve – Approval of job description for Maintenances & Custodian

E. Approve design and cost for new marquee and large school sign makeover/Action – discussed options and color schemes

Motion: Dan motioned green color scheme and \$500 budget (from facilities budget) for both marquee and sign

Second: Stuart

Voted: Approved 5 - Approval of green color scheme for both signs and \$500 budget for both marquee and sign.

F. Discuss school mascot – discussed mascot history and ideas, discussed kids to be involved with mascot creation.

G. Approve 2018/19 Uniform Complaint Procedures Annual Notification – discussed no changes

Motion: Stuart

Second: Michele

Voted: 5 Approve - Approval of 2018/19 Uniform Complaint Procedures Annual Notification

H. Approve of Sufficiency of Instructional Materials for grades K-8 for 2018/19 – discussed purchases last year

Motion: Dan

Second: Stuart

Voted: 5 Approved – Approval of Sufficiency of Instructional Materials for grades K-8 for 2018/19

I. Approve School Enrichment Handbook and Contract

Motion: Stuart

Second: Dan

Voted: 4 Approve 1 No - Approval of After School Enrichment Handbook and Contract
J. Approve 2018/19 Student Handbook/Action – discussed changes: new school enrichment program, gates open at 8am, new director. No more “aftercare.”

Motion: Michele

Second: Dan

Voted: 4 Approved 1 No - Approval of 2018/19 Student Handbook
K. Approve 2018/19 Employee Handbook/Action – discussed changes.

Motion: Bonnie

Second: Stuart

Voted: 5 Approve – Approval of 2018/19 Employee Handbook

Established regular meeting schedule: 2nd Wednesday of the month at 5p

Meeting Adjourned at 7:40p

Next meeting date: September 12th at 5pm