



Board of Directors Meeting Minutes

January 24, 2025

1160 N. 645 West, Washington, Utah

Zoom link: <https://bit.ly/4dchFxN>

Agenda Item	Presenter	Action taken	Time
Board Meeting Call to Order	Chair Adams	Board Members in Attendance: Jamee Adams (Chair) Marisa Granado Elizabeth Chesley Chris Christensen Shelby Bridges Jess Smith Others in Attendance: Brian Clyne (Director), Mariah Heaton (Asst Director), Nate Adams (Financial), Heather King (Registrar), Shannon Greer (UAPCS) Reading of School Vision and Mission Statement by Elizabeth Chesley	4:15PM
Approve Minutes from Previous Meetings	Chair Adams	Motion: Chris Christensen motions to approve the Board Meeting Minutes from December 12, 2024. Shelby Bridges seconds. Ayes: Jamee Adams, Elizabeth Chesley, Marisa Granado, Chris Christensen, Shelby Bridges, Jess Smith Nays: None Abstains: None The motion is passed Adjournment set for 7:00PM	
Public Comment	Chair Adams	*Please note that the Board will not take action on any items introduced during his portion of the meeting according to Utah Code 52-4-202(6)(b) No Public Comment	
Board Training	Chair Adams	- Celebrate the improved Middle Of Year scores (shared on facebook) Motion: Chris Christensen motions to send a letter to Teachers, Title One and Administration thanking them for efforts to improve scores. - Jess Smith seconds.	

		Ayes: Jamee Adams, Elizabeth Chesley, Marisa Granado, Chris Christensen, Shelby Bridges, Jess Smith Nays: None Abstains: None The motion is passed ● Review of NAIS Principles of Best Practice ○ See MVM Board Member Handbook 2024-25 ○ The Role of the Board of Directors: ■ “The board is the guardian of the school's mission. It is the board's responsibility to ensure that the mission is relevant and vital to the community it serves and to monitor the success of the school in fulfilling its mission.” ■ Discuss ways that the Board can accomplish this mission while staying within the boundaries of our role. ● “Attitude reflects Leadership” ● Board needs to own leadership, delegate responsibly to the Director and clear the way so that the Director can lead the rest of the school. ○ The Role of the Director of the School ■ “The primary responsibility of the Director of the school is to carry out the school's stated mission” ○ NOTES: ■ What kind of professional development can you provide according to our mission? ■ Accountability– here is the result. What is the return on that investment?	
Administrative Report	Director Brian Clyne	<u>Marketing and Enrollment</u> ● Google Ads Impact ○ approx 300 hits on website and Brain has done 13 physical tours since the ads dropped. ● Website updates	

		○ lots of work still to do but much of the information is updated and more appealing visually ● Preschool Flyer – Kindergarten Emphasis ● Facebook/Instagram ● Open House (Feb. 20th 5:30-7:00) - <u>Thursday</u> ○ “Looking forward to great things coming” ○ Like Raffles, etc. ○ Board: Come, Have a say, etc. <u>Program</u> ● Positive Behavior Intervention Strategies (PBIS) workshop scheduled for Aug. 4-5th. We have received a grant for the funding of it. Everyone on staff besides the janitors and kitchen staff will attend. ● 2025-26 School Calendar in the works for next board meeting. ● Testing Results - significant improvement <u>Upcoming</u> ● Jan. 30th – Presentation by <u>Conserve SW Utah</u> sponsored by 4th Grade 9 Months of Smiles, 6:30-7:15 pm ○ Sponsoring a workshop talk - treasures in your back yard. ○ Feb. 11th – Spill the Beans @ 8:15 am ○ Feb. 12-14th – UAESP Conference ○ Feb. 20th – Open House/Looking Forward Event 5:30-7:00 pm ○ Feb. 21st – End of 2nd Term	
Financial Training & Report	Nate Adams	● Financial Summary as of December 31, 2024 ● Financial Budget Detail Report as of December 31, 2024 ● Financial Balance Sheet as of December 31, 2024 ● https://drive.google.com/drive/folders/1s4zyjqLLtM4eB0WxlNa43smncqEs24	

Committee Reports		● Policy Committee – Jamee Adams, Chair ● Finance & Audit Committee – Chris Christensen, Chair ○ PTVO Funds - How tracked? PTVO needs to be organized with positions and a chain of command so people handling money have a structure to handle money within proper parameters and proper access. ○ Background checks, etc if they are dealing with funds. ○ Ask Nate– is he line-iteming the PTVO stuff? ● Marketing & Outreach Committee – Jess Smith, Chair ○ Website– FrogTummy.com with programs, photos, videos - presentation by Janice. Shannon, Nate, Brian all love this system and would fully support us investing in this. Affordable and a highly valuable investment. ○ Supporting the PTVO ○ Changing over to a new company to handle T-shirts, etc. Madsen Printhouse - She will manage all purchases and orders and fulfilling orders so there won't be inventory storage at the school. ● LAND Trust Committee – Brian Clyne, Chair ○ Current now. Next report is in March. ● Board Development - Jamee Adams, Chair ○ Trainings - My own / MVM Policies /																																																																		
Discussion / Action Items	Chair Adams	● Current Enrollment<table><tr><th>Enrollment</th><th>Status</th><th>Race</th><th>Sex</th><th>Advisors</th><th>Registered</th><th>1</th><th>2</th><th>3</th><th>4</th><th>5</th><th>6</th><th>7</th></tr><tr><td></td><td>Grade:</td><td>K</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td></td><td></td><td></td></tr><tr><td>Active</td><td></td><td>49</td><td>31</td><td>35</td><td>30</td><td>23</td><td>16</td><td>14</td><td>13</td><td></td><td></td><td></td></tr><tr><td>Withdrawn</td><td></td><td>5</td><td>5</td><td>3</td><td>4</td><td>2</td><td>1</td><td>3</td><td>1</td><td></td><td></td><td></td></tr><tr><td>Effective 1/22/2025</td><td></td><td>54</td><td>36</td><td>38</td><td>34</td><td>25</td><td>17</td><td>17</td><td>14</td><td></td><td></td><td></td></tr></table> ● Enrollment / Lottery ○ Lottery numbers are low for this time of the year. ○ 25/26 Waitlist status and 24/25 enrollment. ■ KG - 38 ■ 1 - 4 ■ 2 - 3 ■ 3 - 3 ■ 4 - 0	Enrollment	Status	Race	Sex	Advisors	Registered	1	2	3	4	5	6	7		Grade:	K	1	2	3	4	5	6	7				Active		49	31	35	30	23	16	14	13				Withdrawn		5	5	3	4	2	1	3	1				Effective 1/22/2025		54	36	38	34	25	17	17	14				
Enrollment	Status	Race	Sex	Advisors	Registered	1	2	3	4	5	6	7																																																								
	Grade:	K	1	2	3	4	5	6	7																																																											
Active		49	31	35	30	23	16	14	13																																																											
Withdrawn		5	5	3	4	2	1	3	1																																																											
Effective 1/22/2025		54	36	38	34	25	17	17	14																																																											

- 5 - 1
- 6 - 0
- 7 - 1
- Total: 49 on waitlist

- Review of Sensitive Materials Policies and Forms
 - Elizabeth Chesley motions to approve the Sensitive Materials Policy and Forms.
Marisa Granado seconds.
Ayes: Jamee Adams, Elizabeth Chesley, Marisa Granado, Shelby Bridges, Jess Smith
Nays: None
Abstains: None
The motion is passed
- Succession Plan (See Succession Plan proposal)
 -  Board and Administration Succession Policy
 - Discussion
- How can the Board and the Director address problems with the school collaboratively?
 - First, distinguishing within whose purview the problem falls
 - Create a plan for conflict resolution whenever the Board receives a complaint about the school
 - *Suggestion:* The Board should not engage in any conflict resolution outside of its mission and should empower and encourage the Director in resolving the conflict while establishing a path for the Director to follow up and report results of the conflict.
- Board Strategy and Development Discussion

***Action Items:**

- **RaLynne draft and send a letter as described above regarding improved scores**
- **April 16 Leigslative Recap Meeting for Charter Boards - all should plan on attending**
- **All Board Members shall review Board and Administrative Succession Policy for Discussion and Approval at next meeting.**
- **Jamee Adams will create Director Evaluation form and present to Board Members for approval and implementation before next meeting.**

		● Ask Nate about line itemizing PTVO income and expenses.	
Closed Session		Motion: Elizabeth Chesley motions to move into closed session. Shelby Bridges seconds. Ayes: Jamee Adams, Elizabeth Chesley, Marisa Granado, Shelby Bridges, Jess Smith Nays: None Abstains: None The motion is passed, we will move into Closed Session Reconvene: There is no action regarding Closed Session	
Adjournment	Chair Adams	Motion: Jess Smith motions to adjourn the meeting. Elizabeth Chesley seconds. Ayes: Jamee Adams, Elizabeth Chesley, Marisa Granado, Shelby Bridges, Jess Smith Nays: None Abstains: None The motion is passed . The meeting is adjourned.	8:00PM
Next Meeting		February 13, 2025	6:00pm

Audio Links:

https://drive.google.com/drive/folders/1necNYt3QCCvpudg-iYN_5AWuso4HYyII

https://drive.google.com/drive/folders/1necNYt3QCCvpudg-iYN_5AWuso4HYyII

https://drive.google.com/drive/folders/1necNYt3QCCvpudg-iYN_5AWuso4HYyII

https://drive.google.com/drive/folders/1necNYt3QCCvpudg-iYN_5AWuso4HYyII

Vision

At MVM, our vision is to awaken within each child their unique potential that will enable them to make a valuable contribution to society.

Mission

Mountain View Montessori provides quality education founded on child-centered Montessori principles with project based learning to achieve academic excellence. We are dedicated to supporting the whole child by fostering intellectual, emotional and physical growth.