



Mountain View

MONTESSORI

Board of Directors Meeting Minutes

August 14, 2025

1160 N. 645 West, Washington, Utah

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

Agenda Item	Presenter	Action taken	Time
Board training	Chair Adams	Open and Public Meetings training UAPCS training Board Handbook and documents	5:30pm
Board Meeting Call to Order	Chair Adams	Board Members in Attendance: Jamee Adams (Chair) Marisa Granado (Secretary) Elizabeth Chesley Shelby Bridges Jess Smith absent Others in Attendance: Brian Clyne (Director), Kasidi Havens (Assistant Director), Dennise Sinisterra Reading of School Vision and Mission Statement by – Elizabeth Chesley	6:00PM
Approve Minutes from Previous Meetings	Chair Adams	Motion: – Elizabeth Chesley motions to approve the Board Meeting Minutes from June 12, 2025 Marisa Granado seconds. Ayes: Jamee Adams, Shelby Bridges Nays: None Abstains: None The motion is passed Adjournment set for 7:30PM	
Administrative Report	Director Brian Clyne	Program <ul style="list-style-type: none"> ● Faculty and Staff <ul style="list-style-type: none"> ○ New Faculty <ul style="list-style-type: none"> ■ Karina Ferre- SPED Director ■ Stacie Farnsworth- SPED Teacher ■ Madison Kierejewski- SPED Teacher ■ Stacey Coffin- 1 st Grade ■ Rosemary Olson- KG ■ Rachel Degraw- KG ■ Aaron Levine- 4 th Grade ■ Lisa Hamann- Title 1 Teacher <p>*Ms. Brock moved out of state.</p>	

		<ul style="list-style-type: none"> ● Preplanning Session - PBIS training with grant, positive behavior intervention system. recognition and steps to take. Adapted to MVM school culture. Classroom behavior management with consistency throughout school. ● Completed Student and Employee Handbooks - need approval from board, will be posted on website. ● Enrollment around 240 (12.5% increase) ● Campus updates: signage in building entrance, faculty/staff space updates, staff supplies available, repainting and organization of all building spaces, kitchen clean-up, dedicated “sick room”, kudos to Jess volunteering all services. ● Program enhancements <p>Upcoming</p> <ul style="list-style-type: none"> ● August 13th – Back to School Night K-3 ● August 14th – Back to School Night 4-7 ● August 26th @ 8:30 - Spill the Beans ● Sept 1st – Labor Day (No School) 	
<p>Financial Training & Report</p>	<p>Nate Adams</p>	<ul style="list-style-type: none"> ● Financial Summary as of July 31, 2025 ● Financial Budget Detail Report as of July 31, 2025 ● Financial Balance Sheet as of July 31, 2025 <ul style="list-style-type: none"> ○ Funding comes in throughout Fall after approval of grants. Currently over budget for technology services - all paid upfront. School had need to increase internet services to accommodate additional chromebooks, which led to over budget costs (one-time cost)/ upfront costs at beginning of year. TeacherStudentSP grant available for application ○ TSSP grant to approve next meeting by board - Brian will complete before September - plan to use for salary costs and other retention funding. 	
<p>Committee Reports</p>		<ul style="list-style-type: none"> ● Finance & Audit Committee – Elizabeth Chesley, Chair <ul style="list-style-type: none"> ○ happy to have her step into chair, currently in positive budget ● Marketing & Outreach Committee – Jess Smith, Chair <ul style="list-style-type: none"> ○ website overhaul, sponsorship program up and going, sponsors to be reflected on website. ● Director Evaluation Committee - Shelby Bridges, Chair <ul style="list-style-type: none"> ○ thank you to step into chair position ○ Review criteria for director evaluation for 2025-2026 year, have evaluations twice/year. need to structure survey to disseminate to staff. 	

		<ul style="list-style-type: none"> ○ will have board evals as well, each other and our function, gain professionalism and transparency ● Policy Committee – Brian Clyne, Chair <ul style="list-style-type: none"> ○ Jamee handles board policy, Brian handles school policy ○ handbooks with policies for students and staff and all school, posted on website. ● LAND Trust Committee – Brian Clyne, Chair <ul style="list-style-type: none"> ○ due in March, board will address in February meeting 	
<p>Discussion / Action Items</p>	<p>Chair Adams</p>	<p>*Discussion Items:</p> <ul style="list-style-type: none"> ● Access to the website for board uploads: <ul style="list-style-type: none"> ○ Is there training necessary for the new website? When / how soon can that be accomplished? Kasidi will organize a training with Jess for board members to upload items to website ● Photo and bio needed from each member- we will take photos today. Shelby, Elizabeth, Marisa and Jamee have photos and bios complete, need to upload on website. Jess still to complete. ● Board Member Handbook review <ul style="list-style-type: none"> ○ Board meeting dates in handbook. Retreat in June to set goals for next school year. ○ Board monthly action plan with scheduled trainings. ○ Board member handbook signed by each member, bring signed next meeting ● Marisa will be asking for Director Reports, Financial Reports and Committee information 1 week prior to each month’s board meeting. <ul style="list-style-type: none"> ○ ask Nate to provide info earlier before meeting. ○ Shelby needs info day before ● Any expected expenditures over \$5000? none as of now ● Director bonus discussion - all who supported growth and success - need process how to give bonuses. up to Brian how money is given out. He would like percentage raise year to year. To be Board approved/public record. best way to set up for transparency for recognition. best way to invest in school is invest in staff. revisit proposal in a couple months. TSSP grant funding can go to teachers for professional development use or private use, not for admin. can be varied and how to show recognition and efforts. Brian would like to give 5% salary increase. <p>*Action Items: move to next meeting with motion for voting added to agenda</p> <ul style="list-style-type: none"> ● Renew Jamee’s term as Chairperson of the Board <p>Motion: to be completed in September meeting</p>	

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) none	
Adjournment	Chair Adams	Motion: Elizabeth Chesley motions to adjourn the meeting. Shelby Bridges seconds. Ayes: Jamee Adams, Marisa Granado Nays: None Abstains: None The motion is passed The meeting is adjourned.	7:18PM
Next Meeting		September 11, 2025 - MVM Conference Room	6:00pm

Audio Links:

https://drive.google.com/file/d/1XGXeMAGbrSFGnwp4LRe_Z74xEUJEPyPG/view?usp=drive_link

Vision

At Mountain View Montessori, 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.