

Board Meeting, January 6, 2015
7870 SW Canal Blvd
Redmond, OR 97756

I.	Call to Order	5:35pm by Bobbie Forsyth
II.	Attending	Shelly Phillips Pascaline Ocana Bobbie Forsyth Kelley Benson Jennifer Clark Taj Smith
	Absent	None.
	Also Present	Sarah Cox Chris Gilliam Jessica Bentley, Esq. (video-conference) Jennifer Gottfried Alexis Lukoff Julie Wand (tele-conference)
III.	Action Items	<p>A. Approval of Minutes</p> <p>1. Shelly noted incorrect date in item III. A. 2.; policies will be ready for review during the <i>February</i> meeting not the <i>next</i> meeting.</p> <p>2. With noted exception, Shelly made a motion to approve the minutes. Bobbie seconded the motion. Vote: Unanimous approval.</p> <p>B. Discuss and Vote on New Members</p> <p>Taj made a motion to bring <i>Chris Gilliam</i> and <i>Sarah Cox</i> as new board members. Pascaline seconded the motion. Vote: Unanimous approval.</p> <p>C. Discuss and vote on resolutions</p> <p>Shelly made a motion to ratify all officer actions from December 9, 2014 through today. This includes, but is not limited to: the establishment of the PO Box, the launching of</p>
	2015.01.06.01	
	2015.01.06.02	
	2015.01.06.03	

	<p>2015.01.06.04</p> <p>2015.01.06.05</p> <p>2015.01.06.06</p>	<p>our website (www.dsmontessori.org), the opening of a bank account at Bank of the Cascades and the acquisition of a Square Account and reader, the spending of funds on Facebook advertisement campaign. Jennifer C. seconded the motion. Vote: Unanimous approval.</p> <p>D. Discuss and vote on Brochure With a few noted corrections, Bobbie made a motion to approve the brochure for print. Chris seconded the motion. Vote: Unanimous approval.</p> <p>E. Discuss and vote on Business Card No action was taken on this item.</p> <p>F. Discuss and vote on “Intent to Enroll” form Bobbie made a motion to approve the “Intent to Enroll” form for print and distribution. Jennifer C. seconded the motion. Vote: Unanimous approval.</p> <p>G. Discuss and vote on distribution of approved items (D-F) Discussion occurred as items came up. Vote was not necessary.</p> <p>H. Discuss and vote on Julie (from “Dixie Montessori Academy - Utah) as consultant including potential fees 1. Kelley made a motion to approve bringing Julie on as a consultant. Shelly seconded the motion. Vote: Unanimous approval. 2. No particular fees were settled on by either the board or Mrs. Wand.</p>
IV.	Business	<p>A. Skype with Julie (DMA) - Open Forum for Questions (This item occurred just after approval of minutes during the meeting due to availability of Mrs. Wand) Pascaline led the discussion; two items of note: 1. Mrs. Wand advised, for enrollment, that we start</p>

	<p>small with the ability to plan for growth.</p> <ol style="list-style-type: none">Mrs. Wand expressed interest in being brought on as a geographically separated consultant.Mrs. Wand advised on student to teacher ratio, citing Dixie Montessori Academy (Utah) as an example with 29 students/class with 1 full-time head teacher and 1 part-time Montessori assistant (5h/day) at the Lower Elementary level.Mrs. Wand warned about costs. She advised us to try to keep construction costs below 21% of annual operating budget. <p>B. Budget Discussion POC: Shelly and Chris Discussed adding Chris as the Treasurer. This item tabled.</p> <p>C. Committees Needed</p> <p>Marketing</p> <ol style="list-style-type: none">Bobbie agreed to continue to chair this endeavor. Taj and Sarah expressed interest in joining the committee.Discussed the various dollar amounts for publications and publicity (\$300 for 1/4 page ad in Smart Shopper, \$300 for bulk mailing per year). <p>Fundraising / Grants Pascaline agreed to continue to chair this endeavor. Kelly, a person from Shelly's work may also be available to help with this and bring grant writing experience.</p> <p>Budget Shelly will continue to chair this endeavor. Chris expressed interest in joining this committee.</p> <p>Application Editing Pascaline agreed to continue to chair this endeavor. Sarah expressed interest in joining the committee.</p> <p>D. Application - State Status Report and Further Work Required</p>
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V.	Announcements	<p>A. Presentation on Policy and Discipline POC: Shelly Discussed and decided to leave vague for now.</p> <p>B. Sign Up to represent DSM at upcoming School Board Meetings: Bobbie will maintain sign-up sheets.</p> <p>C. Upcoming Board Meetings: Next meeting: February 3, 2015 at 5:30p 354 NE Greenwood, Ste 109, Bend</p>
V.	Adjourned	Time: 7:16p