



pBoard Meeting Minutes
DSM School, Bend OR
November 13th, 2017

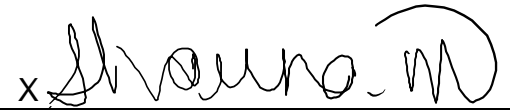
I.	Call to Order	6:06pm by Shelly Phillips	
II.	OPEN FORUM	None	
III.	Attending	Shelly Phillips Shauna Michaels Tia Hanson	Bonnie Walker
	Absent	None	
	Also Present	Jodie Borgia, Julia Sutter, Pascaline Ocana, Michael Giebelhaus, Shawna Smith	Courtney Reeves, Debra Wollsen, Jolene Dodge.
Business:		<p>Head of School:</p> <p>A. Enrollments: We have 103 children enrolled and are pushing to fill five more slots for the year. We have started a waitlist for the Antelope Class.</p> <p>B. Staffing: We have seven teachers on the sub list and we are hoping to add one more.</p> <p>C. Training: Five staff members have gone to the crisis prevention training. We also have approval for the district to pay for S’Cool Moves training through the Title 2 grant. We are working on training for Erin’s Law: prevention oriented child protection and abuse training.</p> <p>D. Parent Community Association: We have our first PCA meeting November 14th to form our PCA.</p> <p>E. Teacher Evaluations: Beginning to evaluate teachers and are asking them to set goals at the beginning of the year so we have an idea of what they want and how they succeeded throughout the year. It is advised that we look at 360 Evaluations for ideas.</p> <p>Business Managers Report:</p> <p>A. Budget: Afterschool enrichment program has increased enrollment. ADM funds haven’t been adjusted yet but we are expecting it to happen and we will work with district to find out how many times a year they evaluate our numbers.</p> <p>B. Implementation Update: We are waiting on the review of our application and packet. Once it is approved we will be able to spend 6-10 weeks after approval. We will then begin purchasing additional materials for classrooms.</p>	

	<p>C. Milk Program: We can now offer milk free of charge to our students along with alternative milk options. We are waiting on income survey to come back from a few students for program.</p> <p>D. Grants: We will be meeting with Jeff Menzel from Hayden Homes Anjelica foundation for future partnerships with them again.</p> <p>President of the Board:</p> <p>A. Strategic Planning: We have Strategic Planning meeting December 9th. Shelly and Jodie will work together to get the planning documents and survey items together prior to meeting.</p> <p>B. Fundraising: Giving Tuesday Campaign starts Nov. 28th and our goal is 10,000 dollars. If we go above the goal we will reevaluate what our needs are.</p> <p>C. Facilities: Blinds need to a priority when Implementation is approved for the safety of the children as well as to aid in less distraction for our kids. We had a water test done and we qualified under EPA Led Testing. We need to evaluate if we should update the toilets in the facility for higher capacity and usage. We are ready to start a discussion with the Brent the landlord about future availability of space next door. We need to discuss lease and adjoining the two spaces together.</p> <p>Grants:</p> <p>A. We will begin to research facilities grants we can apply for. The Bend Foundation is committed to another program at this time but asked us to include them in our newsletter sendout and to keep in contact for the future. Pascaline Ocana worked on two new grants for our outdoor space. Annie’s Organics Grant was applied for 3,000 dollars. The Environmental Center will be applied for 1500 dollars.</p>
<p>Affairs: 2017.11.13.01</p> <p>2017.11.13.02</p> <p>2017.11.13.03</p>	<p>A. Approval of Minutes from October 2017 meeting Vote: All board approves.</p> <p>B. Vote to approve Lockdown Policy. Shauna motions to vote the Lockdown Policy Bonnie Seconds Vote: Unanimous approval.</p> <p>C. Vote to approve Criminal Records Check Policy . Bonnie motions to approve the Criminal Records Check Policy Shauna seconds Vote: Unanimous approval.</p>

2017.11.13.04	D. Vote to approve Retention and Double Promotion Policy Tia Motions to approve the Retention Policy Bonnie Seconds Vote: Unanimous approval

Certification of Secretary

I hereby certify that these are a true and correct copy of the minutes that were adopted by the Board of Directors of Desert Sky Montessori on [date].



Shauna Michaels
Secretary of the Board