



Board Meeting Minutes
 Eagle Landing, Bend, OR
 April 7th, 2016

I.	Call to Order	18:15 by Shelly Phillips	
II.	OPEN FORUM	N/A.	
III.	Attending	Bobbie Bolton Shelly Phillips Kelley Benson Pascaline Ocana	Sarah Cox Julia Sutter Jeff Menzel
	Absent	Tim Pieters Rose Archer	Toni Grinder Alexis Lukoff
	Also Present	Jennifer Gottfried, Louise Wilson	Christina Sevilla
IV.	Action Items	<p>A. Approval of Minutes from March 14th meeting Pascaline made a motion to approve the minutes from last board meeting. Jennifer seconded the motion. Vote: Unanimous approval by all members present on March 14th.</p> <p>B. Appointing Tim as Desert Sky Montessori Treasurer Julia made a motion to appoint Tim as Desert Sky Montessori Treasurer. Sarah seconded the motion. Vote: Unanimous approval. Jeff voices his concerns about who will write Desert Sky Montessori Financial systems should be experienced in Education Finances. Board agrees to call upon Melissa Harbert for help.</p> <p>C. Approval of new board members, Jennifer Gottfried and Christina Sevilla Sarah made a motion to approve Jennifer Gottfried and Christina Sevilla as twelve and thirteenth board member, respectively. Kelley seconded the motion. Vote: Unanimous approval.</p> <p>D. Appointing Jennifer as Chair of the Marketing Committee Kelley made a motion to appoint Jennifer as Chair of the Marketing Committee. Jeff seconded the motion. Vote: Unanimous approval.</p> <p>E. Attending upcoming events (Bite of Bend -\$175, June 17-19, Children’s Festival-\$50, July 23) Julia made a motion to attend Summer events. Jeff seconded the motion. Vote: Approval from Bobbie, Shelly, Kelley, Julia, Jeff, Jennifer and Christina.</p>	
	2016.04.07.01		
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	2016.04.07.04		
	2016.04.07.05		

		<p>Opposition from Pascaline and Sarah Both members voiced their view that we should work on other means of advertisement, as we have reached the “festival-going” crowd.</p>
V.	Business	<p>A. Aaron resignation from the board. Aaron has resigned from the board on April 4th. He will upload all his documents onto the Google Drive and surrender to Bobbie all financial materials. He has agreed to meet with Tim to pass on information and he will attend the Apr. 15th meeting with Brad Henry, Tim and Joanna regarding Desert Sky Montessori budget/financial systems.</p> <p>B. Update on Application Committee. Committee has met with Lora Nordquist to discuss continued concerns and strategy moving forward; with Roger White, Principal of REALMS to discuss advices and pitfalls. Committee suggests a submission date early May. Pascaline confirms progress in drafting application. Shelly confirms progress in drafting CCSS-Montessori alignment as per Lora’s suggestions. The Board should plan on meeting late April to approve budget and application for submission.</p> <p>C. Update on Finance Committee. Tim has agreed to be appointed Treasurer. Sarah reports on current balance: \$1575</p> <p>D. Update on Grant Committee. Julia and Shelly confirm plan to develop a series of education nights for parents and educators in order to submission grant applications which would bring money for marketing/advertisement and material purchases. Julia will look into ODE grant cycle.</p> <p>E. Update on Fundraising Committee. Bobbie has talk to her friend Jessie to help us host an athletic event fundraiser (race?). Rose will contact Jesse to get more details.</p> <p>F. Update on Marketing Committee. Jennifer has agreed to be appointed Chair of the Marketing Committee. Shelly and Bobbie confirm meeting with Jim to rework the Desert Sky Montessori website. Shelly will send all members the link to the new site prior to launch for final editing. Bobbie confirms photoshoot next week for promotional materials. Brochures will stay the same and will be updated before printing for Autism walk on May 7th. Bobbie will take a picture of the banner and send it to Jim for updating.</p> <p>G. Update on Construction/Facilities Committee. Realtors are looking into facilities in Bend and will report on available inventory in order to get a “ball-park” idea of costs for budgeting purposes. Committee needs to develop contingency plans for facilities, leasing, land, portables, construction, etc.</p>

		<p>H. Update on Hiring Committee. Shelly has contacted all applicants telling them our plans to push back one year.</p> <p>I. Update on Montessori Advisory Committee. Committee is working on CCSS/Montessori Alignment.</p> <p>J. Update on meeting with Lora, Roger and call from Shay. Shelly confirms all very positive meetings. Lora provided some important recommendations regarding Sp.Ed., ELL, and curriculum. Roger provided thoughtful insights and advices. Shay confirmed wanting to see a 3-year charter for better reporting, possible after-school program to increase accessibility.</p> <p>K. Possible relationship between Desert Sky Montessori and High Desert Montessori (regarding facilities, materials) Desert Sky Montessori could be the Non-profit umbrella for High Desert Montessori. Bobbie will ask her lawyer to contact Matt to discuss ramifications. Bobbie will draft an official proposal to the board for later approval.</p> <p>L. Discuss board member requirements and expectations including raising money for DSM, outgoing email in the name of DSM should be made from DSM email address Shelly will send an email to all board members with login instruction to use their_email@dsmontessori.org email Pascaline remind everyone that DSM is a fundraising board. Jennifer will contact Rose regarding a “pitch” to approach big donors.</p> <p>M. Discuss recruiting a former Oregon administrator to our board Louise mentioned Bart Mitchell (Steelwater Construction), Shelly mentioned Ed Tellinghouse, Christina mentioned potential contacts. Contacts will be made before next board meeting.</p> <p>N. Discuss changing “non-discrimination” policy to align with Bend-La Pine School District Board decides this is not needed at this time.</p> <p>O. Discuss purchasing new banner, child-size t-shirts with logo Board decides this is not needed at this time.</p> <p>P. Sign-up for Walk for Autism, May 7th Bobbie reminds everyone to sign up. In addition, DSM & HDM will be sharing a booth for simplicity.</p> <p>Q. Miscellaneous Jeff has offered to pay for the entry fee to both festivals this summer. Tim has offered to print all brochures needed for the festivals this summer. Bobbie has offered to pay for the new banner. Bobbie will create a “How can you help” pamphlet to distribute to interested parties.</p>
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	Announcements	<p>A. Meeting with Brad Henry, April 15th, 2016</p> <p>B. Regularly scheduled board meeting: May 5th, 2016 - Redmond, Ridgeview High School, 6:00-8:00 PM - Rose will provide snacks.</p> <p>C. Walk for Autism, May 7th, Highland Baptism Church, Redmond 10 am</p>
VII.	Adjourned	Time: 20:01 by Shelly

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 when minutes are approved].

