



Board Meeting Minutes  
Remax Building, Bend OR  
February 13<sup>th</sup>, 2017

I.	<b>Call to Order</b>	18:06 by Shelly Phillips	
II.	<b>OPEN FORUM</b>	Tia Hansen, Architect, Interior design, interested in school for her family also she is ready to volunteer and help (Spanish speaker) Blake and Tina, parents of a child enrolled at Montessori in the Pines, interested in school for their family.	
III.	<b>Attending</b>	Shelly Phillips Pascaline Klein-Ocana Sarah Cox	Tim Pieters Rose Archer
	<b>Absent</b>	Courtney Bukkola Julia Sutter	Casey Davis
	<b>Also Present</b>	Tia Hansen	Blake & Tina Evans
IV.	<b>Action Items</b>	<b>A. No Items this month</b>	
V.	<b>Business</b>	<p><b>A. Update on Grants committee</b> Julia sent the Planning in to ODE. Shirley is now working on Implementation grant. She suggests we revise our mission statement to add “with a specific focus on reducing and eliminating achievement and opportunity gaps for students.” Rose made a motion to approve revision to DSM mission statement. Tim seconded. Vote: Unanimous approval. Sarah will contact Tammy Puri, Melissa’s budged person in order to develop a budget approval process. Tim made a motion to hire Tammy Puri as our new budget specialist, thus replacing Jo-Ann Leventhal. Rose seconded, with the understanding that Tammy would be compensated for a salary no more than Jo-Ann. Vote: Unanimous approval. Pascaline will develop a “Procurement Policy” to be implemented over the next 6 months, while purchasing are being made prior to the school opening.</p> <p><b>B. Update on Enrollment</b> Application is available online and active. Sarah will create a poster for the info nights. Tia has accepted to translate it into Spanish. Pascaline will send updated photos of Nolan and elementary material for new poster/marketing materials. Shelly will revise brochure and Tim will get them printed for DSM info nights.</p>	
	2017.03.13.01		
	2017.03.13.02		

		<p><b>C. Update on Facilities</b> Jennifer Limoges, DSM new broker, replacing Brett and Angie, diligently working on possible location. Possible prospects mid-town. Contract with BLSA is close. Matthew Lowe is now contacting the district's lawyers to finalize the last sticky points. It does look like we will only be awarded 80% of ADM. Shelly will ask Matt if we can add a provision in contract allowing us to renegotiate ADM prior to year 3.</p> <p><b>D. Update on Hiring</b> Lori, excellent candidate for Head of School. 15 years of experience as Head of School and Head Teacher for Primary and Elementary. She is coming next week for an in-person meeting. Shelly and Melissa have talked to her on phone/Skype. Shelly, Pascaline and Rose will meet with her next weekend. Melissa will mend our booth at MNW job fair in March.</p> <p><b>E. Update on Recruitment</b> Efforts should be put forth to recruit board members and volunteers.</p> <p><b>F. Update on Fundraising</b> Rose is working on "Rochambeau" tournament at Atlas Ciders in the spring. Also, a capital campaign should be open before the summer.</p> <p><b>G. Update on Marketing committee</b> Courtney will contact media outlets with our upcoming events, info nights, applications, etc...</p> <p><b>H. Board Affairs</b> Shelly will call in to the ODE meeting regarding our waiver to the lottery.</p>
	<b>Announcements</b>	<p><b>A.</b> Oregon Board of Education meeting February 23<sup>rd</sup>, in Eugene to decide on our request for waiver from the lottery.</p> <p><b>B.</b> Board meeting, March 13<sup>th</sup>, 2017 - High Desert Montessori, Redmond, 6:00-8:00 PM.</p>
VII.	<b>Adjourned</b>	Time: 20:05 by Shelly Phillips

**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 March 13<sup>th</sup>, 2017

