



**Board of Trustees Meeting
May 20, 2015 MINUTES**

Meeting called to order at: 6:00 p.m.

Members in attendance: Bill Bagatini; Melanie Como-Dits, President Elect; Annie Geary; Peter Lombardo; David Rowley, Treasurer; Sophie White; Paul Worland; Ed Yang, President and Jeanne Yoder, Secretary

Staff/Faculty in attendance: Deborah Drendall, Head of School; Susan Finster, Director of Finance; Julie Gabrielse, Early Childhood Director; Lauren Smyth, Director of Development; Becky Dennis, Elem/JH Division Chair; Kyle Null, IT Coordinator and Computer Teacher and Kim Bosworth, Executive Assistant to the Head of School

Guest in Attendance: Kathryn Scarlett, Parent Network Co-Chair

Absent: Jean Humphreys; Mari Linn Wise and Charmaine Torma

Minutes from the April 15, 2015 meeting were unanimously approved.

Head of School Report – Deborah Drendall reviewed a written report (see attached) highlighting the following:

- 2015-2016 Terra Nova Scores
- 2015-2016 Enrollment Update
- 2015-2016 Personnel/Staffing
- ISACS Accreditation Kick-Off
- Fine Arts Celebration
- Early Childhood Mother's Day Tea
- Kindergarten Recognition/JH Graduation

Deborah also announced that Montessori Academy is moving from TIAA CREF for our employee retirement plan program to Brinker Capital. Mr. Larry Dietz met with each employee who currently participates in the retirement plan over the past 2 weeks.

Advancement Report - Lauren Smyth reviewed a written report (see attached) highlighting the following:

- Fall Frolic 2015
- Give Local SJC
- Charity Golf Outing

Committee Reports:

Executive Committee – Ed Yang reported the committee met to discuss the switch over of the school’s retirement plan.

COT Committee – Melanie Como-Dits reported the following:

- Committee is currently working on updating the Board of Trustees handbook.
- The by-laws are currently under review by an attorney.
- Committee is currently analyzing the BOT membership.

Announcements – n/a

Motion to adjourn.

Meeting adjourned to Closed Session at: 7:15 p.m.

Next meeting: Wednesday, June 10, 2015, at 6:00 p.m.

Respectfully submitted by: Kim Bosworth, Executive Assistant to the Head of School