

**The Montessori Academy at Edison Lakes**  
**Board of Trustees Meeting**  
**September 10, 2014 MINUTES**

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

Members in attendance: Bill Bagatini; Melanie Como-Dits, President Elect; Jean Humphreys; Annie Geary; Peter Lombardo; David Rowley, Treasurer; Mari Linn Wise; Ed Yang, President; and Jeanne Yoder, Secretary

Staff/Faculty in attendance: Deborah Drendall, Head of School; Lauren Shewman, Director of Development; Susan Finster, Director of Finance; and Kim Bosworth, Assistant to the Head of School

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

Absent: Charmaine Torma and Sophie White

**Minutes** from the June 11, 2014 meeting were unanimously approved.

**COT Committee** – Melanie Como-Dits reported on the following:

- Suzanne Mullen has regretfully resigned her position. She has accepted employment out of state.
- Committee will need to continue recruiting and prefers an Early Childhood Parent and an individual with a legal background. Please share any names with Melanie ASAP.
- Please let Melanie know if you are available to attend a Trustees Workshop in Indianapolis in November.
- Please review the 2014-15 Board of Trustees Roster and inform Melanie of any needed corrections.
- Please come to the October meeting prepared for the Board photo.
- Ed Yang has requested that each Committee Chair forward minutes to him after each Committee meeting.
- Time was given for each member to complete the following and return to Melanie this evening:
  - Board Profile
  - Emergency Contact Information
  - Conflict of Interest/Confidentiality Statement
  - Board of Trustees Pledge
- Board members photo and bio will be highlighted in the weekly memo this year. If you have not already done so, please get your update bio information to Melanie right away.

**Finance Committee** – David Rowley reported the following:

- Committee has not met yet. They are awaiting the audit review report.

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

- Enrollment Update
- Ice Cream Social/All School Picnic
- Art Beat
- Staff Orientation
- MTA & First Presbyterian Church of South Bend
- HOS 2014-15 Goals
- Property Condition Report (see attached)
- The new logo and the marketing information that went into the decision and creation of the new brand was presented.
- 9 Block Performance Matrix (see attached) that will be added to staff/faculty yearly performance evaluations

**Development Report** – Deborah Drendall reviewed a written report (see attached) highlighting the following:

- Annual Giving/Mustang Match
- Fall Frolic
- Windfall

**Montessori Moments** – Deborah distributed to each Trustee a copy of the book: *Montessori – The Science Behind The Genius* by Angeline Stoll Lillard. The Montessori Moments presentations this year will be based on group reading of this book.

**Notes** – Ed Yang requested a goal be added to Deborah’s 2014-15 Head of School Goals.

- Goal 5: Build Alumni Relationship

**Announcements** – n/a

Motion to adjourn.

Meeting adjourned at 7:45 p.m.

Next meeting: Wednesday, October 15, 2014, at 6:00 p.m.

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