

**Board of Trustees Meeting
November 30, 2016 MINUTES**

Meeting called to order at: 6:05 p.m.

Members in attendance: Bill Bagatini; Mark Bland, President-Elect; Melanie Como-Dits, President; Lauren Cressy Dunbar; Annie Geary; David Rowley, Treasurer; Sophie White; Jennifer Williamson; Mari Linn Wise; Paul Worland; and Jeanne Yoder, Secretary

Staff/Faculty in attendance: Deborah Drendall, Head of School; Susan Finster, Director of Finance; Kim Bosworth, Executive Assistant/Admissions Coordinator; Kathy Kolata, Alumni and Community Relations Coordinator/MTA Director; Tanya Hagen, Development Events Coordinator; Becky Dennis, Elementary/Junior High Division Chair; and Jodi Price, EC Division Chair

Absent: Michael Cox; and Ed Yang, Past President

Special Guest: Thomas Bland, 8th year student

Consent Agenda – including October 26, 2016, Meeting Minutes; Committee on Trustees Report; Advancement Report; and Facilities Report was unanimously approved.

Head of School Report – Deborah Drendall reviewed a written report highlighting the following:

- Exit Interviews
- Green House Installation
- Interior Digital Sign
- Website Update
- Daily Details
 - Annual Report
 - Upcoming Events
 - Winter Sing Along
- Admissions Report – Kim Bosworth reviewed a written report highlighting the following:
 - 2016-2017 Enrollment Update as of 11-28-16
 - 2017-2018 Re-enrollment Timeline
 - Plans for improved retention

- *Development Report* – Tanya Hagen reviewed a written report highlighting the following:
 - Annual Giving Campaign
 - Windfall Auction & Gala
 - Center for the Homeless Dancing with our Stars
- *Alumni and Community Relations Report* – Kathy Kolata reviewed a written report highlighting the following:
 - Accomplished in November:
 - 15 second video ad for WNIT
 - full page ad for WNIT planner
 - MTA postcards mailing
 - Alumni Hockey event opened to current families
 - Montessori 101 – Language
 - DTSB Sponsorship
 - Working towards completing in December:
 - DTSB events
 - Ordering t-shirts for upcoming hockey event
 - Connecting with local realtors
 - Completing contracts for MTA instructors

Special Presentation – Thomas Bland, current 8th year student, gave a special presentation about Peace education.

Head of School Search Committee – Melanie Como-Dits gave a verbal report highlighting the following:

- We have several applicants – some with and some without Montessori experience.
- The committee will meet with one applicant next week who is flying in.
- Hope to have the search narrowed down to 3 or 4 applicants by mid-January to present to the Board.

Announcements – n/a

Motion to adjourn.

Meeting adjourned to Closed Session at: 6:45 p.m.

Next meeting: Wednesday, January 25, 2017