

**Board of Trustees Meeting  
October 26, 2016 MINUTES**

**Meeting called to order at:** 6:04 p.m.

**Members in attendance:** Bill Bagatini; Mark Bland, President-Elect; Michael Cox; Lauren Cressy Dunbar; Annie Geary; David Rowley, Treasurer; Jennifer Williamson; Paul Worland; Ed Yang, Past President; and Jeanne Yoder, Secretary

**Staff/Faculty in attendance:** Deborah Drendall, Head of School; Susan Finster, Director of Finance; Kathy Kolata, Alumni and Community Relations Coordinator/MTA Director; Tanya Hagen, Development Events Coordinator; and Jodi Price, EC Division Chair

**Absent:** Melanie Como-Dits, President; Jennifer Copeland; Sophie White; and Mari Linn Wise

**Consent Agenda** – including September 28, 2016, Meeting Minutes was unanimously approved.

**Committee on Trustees** – Mark Bland reviewed a written report highlighting the following:

- The committee is working to recruit new members as soon as possible instead of waiting until the start of the 2017-18 school year because potentially 6 board members will not be returning after the end of this term.
- Currently talking with several candidates (parents and non-parents).

**Advancement Committee** – Annie Geary reviewed a written report highlighting the following:

- Annual Giving – Chaired by Ed and Celia Yang
  - Alumni mailing was sent October 24<sup>th</sup>
  - Thank you's have been sent to all who've donated thus far
  - BOT Thank you's will be ready for signatures soon
- Shred Event
  - 6 sponsors donated \$1,825
  - Approximately 70 cars came through the line
- Windfall Gala – Chaired by Kathryn Scarlett
  - Save the Date for March 25, 2017 at Knollwood Country Club
  - Committee Members include: Jennifer Schwartz and Leah Ramanujan
  - Theme: Get Your Kicks on Route 66

**MOTION** to approve that all net proceeds from the 2016-17 Shred Event and Dancing with the Stars Event go to restricted funds to pay for Montessori Academy's portion of SBCH expenses for 2016-17 was unanimously approved.

- Annie offered the following proposal: If every board member emails Tanya Hagen by November 12th to confirm they will be donating to the Annual Giving campaign, then we will not hold a BOT Phone-a-thon at the November meeting. You don't even have to tell Tanya how much you plan to give right now, just that you will give.

**Head of School Search Committee** – Ed Yang gave a verbal report highlighting the following:

- Ads have been placed on the following websites: AMS, ISACS, NAIS and NAMTA.
- 2 inquires – but not Montessori trained
- There was discussion regarding how to target qualified local individuals.
- There was discussion regarding the possibility of sending someone to Montessori training if they were a good fit, and about AMS vs. AMI training.

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

- 2016-2017 Enrollment
  - Current Enrollment for the 2016-2017 school year is at 228
- Accreditation Update
- Annual Faculty evaluations are underway
- Daily Details
  - Zoo Boo
  - All-Staff Meeting
  - CPR and Bloodborne Pathogens training
  - Annual Report
  - Parent/Teacher Conferences
  - Upcoming Events
    - Grandparents and Special Friends Day – November 22<sup>nd</sup>
    - Winter Sing – December 22<sup>nd</sup>
- Development Report – Tanya Hagen reviewed a written report highlighting the following:
  - Community Shred Day & Think Green Expo
  - Annual Giving Campaign
  - Windfall Auction and Gala
- Alumni and Community Relations Report – Kathy Kolata reviewed a written report highlighting the following:
  - Accomplished in October:
    - Potbelly Event
    - Hockey Event
    - UMSI Conference
    - Zoo Boo
    - Habitat for Humanity

- Working towards completing in November:
  - Mailings for MTA training program.
  - Contracts for MTA instructors
  - Montessori 101

**Announcements – n/a**

**Motion to adjourn.**

**Meeting adjourned to Closed Session at: 6:44 p.m.**

**Next meeting: Wednesday, November 30th, 2016**