|  |  |
| --- | --- |
| Regular Board Meeting  | Haven Montessori School |
| **Date: February 26, 2018** | **621 W. Clay Ave.** |
| **Time: 4:00** | **Flagstaff, AZ 86001** |

**Draft Minutes**

1. **CALL TO ORDER AND ROLL CALL**

|  |  |  |  |
| --- | --- | --- | --- |
| X | Heather Nash | X | Angie Hodge |
| X | Michelle Thomas |  |  |
| X | Jennifer Ernst | X | Cristy Zeller |
|  |  |  |  |
|  |  |  |  |

\*\*Meeting began at 4:05 with quorum requirement met (3 of 3 members present)

|  |
| --- |
| **Others in Attendance**  |
|  |

**2. Approval of Minutes from Regular Board Meeting of January 2018.** Angie Hodge moved to accept minutes; Heather Nash seconded the motion. The motion passed unanimously.

**3. Review and Approval of November and January 18 Financials.** Board members reviewed January 2018 financials. Michelle Thomas moved to approve November and December 2017 financials; Angie Hodge seconded the motion. The motion passed unanimously.

**4**. **Report from Executive Director:** Executive Director and Assistant Director continuing to work on FY2019 budget next month so as to be prepared to begin contracting teachers for the next school year; ED continuing to research benefits for teachers, including state charter health insurance pool. Final budget contingent upon release of AZ State Budget, which typically is released in the late Spring. ED and AD have begun recruitment for open teacher position and have received one application. ED reported a few teacher assistant positions will be open, as well. ED reported that after 5 years of no change in tuition, Haven will raise tuition $10/month. ED reported they have heard from 6 students so far who will not return in the Fall.

**5. Report from Assistant Director:** Assistant Director reported she is continuing work on prep for AZ Merit and AIMS Science this month. AD reported Haven passed its DHS inspection with flying colors. The Diversity Committee has been disbanded for this year and will be reconvened next school year with a more defined focus. The 6th Grade Trip to Zion Ponderosa Ranch has been booked. The Montessori Conference was attended by staff; ED and AD believe it was a positive experience for all.

**7. Upcoming Events:** Annual Trivia Night Fundraiser at the Aspen Room on May 5th.

**8. Call to the Public**

* 1. No requests from the public

**9. Adjournment:**

A motion to adjourn was made by Michelle Thomas and seconded by Heather Nash. Motion passed unanimously.

The meeting adjourned at 4:30 pm.

**Next scheduled Haven Montessori Governing Board meeting is Wednesday, April 4, 2018**

**at 4:00 pm.**