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| Regular Board Meeting | Haven Montessori School |
| **Date: January 22, 2018** | **621 W. Clay Ave.** |
| **Time: 4:00** | **Flagstaff, AZ 86001** |

**Draft Minutes**

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

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| X | Heather Nash | X | Angie Hodge |
|  | Michelle Thomas |  |  |
| X | Jennifer Ernst | X | Cristy Zeller |
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\*\*Meeting began at 4:05 with quorum requirement met (2 of 3 members present)

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| **Others in Attendance** |
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**2. Approval of Minutes from Regular Board Meeting of December 2017.** Heather Nash moved to accept minutes; Angie Hodge seconded the motion. The motion passed unanimously.

**3. Review and Approval of November and December 2017 Financials.** Board members reviewed November and December 2017 financials. Heather Nash moved to approve November and December 2017 financials; Angie Hodge seconded the motion. The motion passed unanimously.

**4**. **Review of 2016 Federal 990 Tax Form.** Board members reviewed 2016 Federal 990 Tax Form. Heather Nash moved to approve 2016 Federal 990 Form; Angie Hodge seconded the motion. The motion passed unanimously.

**5. Report from Executive Director:** Executive Director and Assistant Director will begin working on FY2019 budget next month so as to be prepared to begin contracting teachers for the next school year; ED researching benefits for teachers. Final budget contingent upon release of AZ State Budget, which typically is released in the late Spring. One teacher has announced they are leaving, ED and AD will begin recruitment for the position. ED reported they are considering a small tuition raise (after 5 years of no change). Haven is in the process of renewing DHS License; staff is expecting a surprise inspection before the end of the month. The lottery for available charter slots will take place this week, as well.

**6. Report from Assistant Director:** Assistant Director reported she is working on AZ Merit Prep this month. ED and AD have decided against Reach for Reading intervention related to it being cost prohibitive to adopt. The Diversity Committee is currently stalled and needs guidance with respect to its mission from the Board.

**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 Heather Nash and seconded by Angie Hodge. Motion passed unanimously.

The meeting adjourned at 4:40 pm.

**Next scheduled Haven Montessori Governing Board meeting is Monday, February 26, 2018**

**at 4:00 pm.**