|  |  |
| --- | --- |
| Regular Board Meeting | Haven Montessori School |
| **Date: June 22, 2018** | **621 W. Clay Ave.** |
| **Time: 12:00pm** | **Flagstaff, AZ 86001** |

**Draft Minutes**

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

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

\*\*Meeting began at 4:05 with quorum requirement met (2 of 3 members present)

|  |
| --- |
| **Others in Attendance** |
| Erin Strout |

**1. Introduction of Erin Strout.** Ms. Strout was invited to our meeting as a potential new board member. She is a writer/editor as well as the Executive Director of Team Run Flagstaff. She has many connections in the Flagstaff community and would bring a strong background in nonprofit management, fundraising, and public relations to our Board. The Board thanked her for coming and Ms. Zeller will follow up with Ms. Strout about next steps.

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

**3. Review and Approval of May 2018 Financials.** Board members reviewed Mat 2018 financials. Michelle Thomas moved to approve May 2018 financials; Heather Nash seconded the motion. The motion passed unanimously.

**4. Adoption of FY19 Charter School Budget.** Heather Nash moved to adopt the FY19 Charter School Budget. Michelle Thomas seconded the motion. The motion passed unanimously.

**5. Report from Executive Director:** ED and AD have hired for both open teacher positions and are very excited. They have also begun interviewing for teacher assistant positions. ED reported a few teacher assistant positions are open, as well. Haven continues to work to fill openings in the Lower Elementary classrooms. All of our Special Education service providers have agreed to return in FY19.

**5. Report from Assistant Director:** Assistant Director reported that AZ Merit and AIMS Science scores are starting to be sent to Haven, however the results are embargoed through the end of the summer. The AD will report back to the Board when the results become public.

**7. Upcoming Events:** Summer Sessions continue through August 3. The annual audit will occur the week of July 16th. Contracted employees return on Monday August 6.

**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 1:05 pm.

**Next scheduled Haven Montessori Governing Board meeting is Wednesday, August 29, 2018 at 12:00 pm.**