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| Regular Board Meeting | Haven Montessori School |
| **Date: April 18, 2019** | **621 W. Clay Ave.** |
| **Time: 4:00 pm** | **Flagstaff, AZ 86001** |

**Draft Minutes**

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

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| X | Heather Nash |  | Angie Hodge |
| X | Michelle Thomas | X | Erin Strout (via phone) |
| X | Jennifer Ernst | X | Cristy Zeller |
| X | Jen Brown |  | Bethany Wetzel |

\*\*Meeting began at 4:07 with quorum requirement met (6 of 8 members present). Meeting originally scheduled for Monday, April 15, 2019, but was rescheduled related to scheduling conflicts.

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| **Others in Attendance:** |

**2. Review and Approval of Minutes from Regular Board Meeting of March 2019.** Michelle Thomas moved to accept March 2019 minutes; Heather Nash seconded the motion. The motion passed unanimously.

**3. Review and Approval of February and March Financials.** Board members reviewed February and March 2019 financials. Michelle Thomas moved to approve February and March 2019 financials; Heather Nash seconded the motion. The motion passed unanimously.

**4. Review and Approval of 2019/20 School Year Contracts**. Board members reviewed Academic Year 2019/20 Contracts, which includes a 5% raise for all staff. Michelle Thomas moved to approve 2019/20 school contracts; Heather Nash seconded the motion. The motion passed unanimously. Michelle Thomas signed all of the contracts.

**5. Report from Executive Director:** ED updated Board on staff changes beginning in May 2019, status of open teaching positions (1) and open assistant positions (multiple). ED discussed enrollment, which has been fairly stagnant, with an Open House scheduled tonight; pre-K is full, Charter School is nearly full. AZBCS 5-year site visit was very positive.

**6. Report from Assistant Director:** AD reported AZ Merit testing is completed; 3rd grade reading scores are expected next month, and the rest typically arrive in June. Planning for the annual 6th grade trip is ongoing.

**7. Upcoming Events:** Spring Fundraiser to fund bathroom remodels is scheduled for May 4th and will take place at Haven Montessori. End of Year Celebration scheduled for May 19th. Last day of school is May 29th.

**8. Call for Public Comment** No comments 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 4:35 pm.

Next scheduled Haven Montessori Governing Board meeting Monday, May 20 @ 4pm.