



**GEIST MONTESSORI ACADEMY  
BOARD OF DIRECTORS'  
MEETING AGENDA**

**Meeting Location**

**GMA North Campus, 13942 E 96<sup>th</sup> St. McCordsville, IN 46055**

**Tuesday, April 16, 2018  
6:00pm**

**BOARD MEMBERS**

Kirby Durham, President

Kania Lottie, Vice President

Bob McGauley, Treasurer

Verena Burrows, Secretary

Carman Malone, At-Large Member

Nick Wright, At-Large Member

Uriah Ellis, At-Large Member

**STAFF**

Nik Giant, Interim Co Executive Director

Molly Gregory, Interim Co Executive Director

Karinda Holland, Controller

**GUEST**

Jessica Heiser, Partner – Church Church Hittle + Antrim

## INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

The Geist Montessori Academy ("School") welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided.

1. Agendas are available to all audience members at the door to the meeting.
2. "Oral Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. Citizens may request that a topic related to school business be placed on a future agenda. Once such an item is properly agendaed and publicly noticed, the Board can respond, interact, and act upon the item.

4. When addressing the Board, speakers are requested to state their name and adhere to the time limits set forth.

### 1. PreK Meeting

Carman calls meeting to order begins at 6:04.

Karen reports that there are 26 full time students this year. 27 students are enrolled for next year and suggests that the board consider adding a second PreK classroom in the future. She suggests that we could combine PreK and K, creating true 3-6 year classrooms. Carman asks then would that create 4 classrooms. Karinda has provided prospective financials with 40 students in two classrooms. Nick suggests that we have to research the ratio of the public students vs. private PreK. There is some discussion as to how the state would view/fund combined PreK & K classroom. Jessica Heiser will research this. We also need to verify that we would have room in the new building. Kania motions that we add a second a preK classroom on the contingencies that if we get a positive legal response and if we have can guarantee room in the new building and a commitment of at least 10 students full time students. Kirby seconds the motion and the board votes in the affirmative.

Karen informs us about a scholarship program that would provide payment for teachers who are seeking Montessori certification. Karen states that the program needs a sponsor. Carman states that her opinion is that if it is not for GMA staff, then we should be overseen by us. Jessica states that the fiduciary responsibility would be very high for seemingly little gain. Jessica states that if it directly benefited our staff, it could be worth looking into it. Carman asked Karen to get more information so the Board can make a better decision.

Karen tells us Bongo Boys has reached to her. They are making a new video and asked if they could rent Karen's classroom. They would also need students. The filming would take place late May - June. For 2-3 days. They would give credit to GMA on their website. Carman asks how much they would be willing to pay. Karen will find out more information. Jessica will help us by getting us some examples and a liability waiver/contract.

### Public Comment

Leslie Gray professes favor of a combined preK and K classrooms. She shares an idea of having a stand alone K class for students who have not attended Montessori preK, provided we

ever go to a 4 classroom set-up. The Montessori school in New Albany has 3-6 year classes that are public and private students in the same classroom.

Jennifer Peden comments that she manages a scholarship similar to the one Karen presented. She comments that, in her opinion, only GMA teachers would be the only ones who would apply.

PreK Meeting is adjourned at 6:58 PM

2. Consent Agenda, K. Durham

- Welcome and Introductions- called to order at 6:58 PM  
Role call: Kirby Durham, Carman Malone, Kania Lottie, Nick Wright, Uriah Ellis, Verena Burrows
- Approval of March Board Minutes- update the date to 2019 - add Lancer BB, correct spelling "Witzig". Public comment - section 5 : grammar correction "organizational structure." Carman makes a motions to approve the March minutes with the above stated amendments. Kania seconds, the board votes in the affirmative.

3. Committee Reviews

- Executive Directors Report, M. Gregory, N. Giant  
Nik Giant reports that there was a problem with the sprinkler system and needs repaired. We are waiting for Corson to give us an estimate for repair. Nick W. recommends checking if we have a backflow preventer. Nik G will find out. Summer school dates need to be adjusted to July 22- 26 and July 29- Aug 2. Staff changes- We have two resource lead teacher openings, one at north and one at south. A classroom assistant has resigned, but this position has been filled. South campus hired a resource assistant. Another resource assistant for the North Campus was hired, but resigned after a day.  
Nick Wright questions if putting maintenance, custodial, etc. on a Director. Nick W. states that the board should consider hiring staff to deal with these types of problems. We could consider a part-time, full-time or third party. Kirby asks if Nik could provide a summary of these type of responsibilities.

Finance Committee Report, B. McGauley, K. Holland

Karinda reports that all line items, save one, are under-budget. Overall, we are doing well with the budget. In next year's budget, Karinda has allotted \$30,000 for Maintenance. This could fund a maintenance/custodial employee, possibly 30 hrs a week.

- Facilities Committee Report, N. Wright  
Precast panels will go up in May, steel will come in in May. Footers are being installed now. Mrs. Peden reports that church that is donating the gym floor and they have begun the process of pulling up the floor. She reports that the church can store the floor for us until we need it.

4. Action Items, K. Durham

- Board Member Policies and Procedures- Jessica H. proposes that the board appoint a committee that can review top tier policies to be presented to the board for first reading and second reading. This would be ongoing until we have about 30-40 policies.

It will take a few months, but then we will have a standard policy manual. This will help our onboarding process be more consistent. Kania expresses interest. Carman also volunteers. Kania and Carman will work with Jessica to get this process started.

- Board Member Search

5. Informational Items

6. Public Comment- Leslie Gray, teacher, shares that the middle school keeps growing and indicates that we are already very full- 33 students in one class, 29 in another. Next year's projected could be over 70. Leslie states that there is a trend in increased enrollment over the last few years. Classroom space could be a problem as early as next school year. Nik G states that we will know more at enrollment night.

Jen Peden, parent, asks if any board members are planning to attend enrollment night. Kirby states that he will be attending. She suggests that this will be a good time to recruit new board members.

7. Meeting Adjournment- 7:38 PM