



**GEIST MONTESSORI ACADEMY
BOARD OF DIRECTORS
MEETING MINUTES**

Meeting Location

**6058 W. 900 N.
McCordsville, IN 46055**

**Tuesday, July 14, 2020
5:30 pm**

BOARD MEMBERS

Uriah Ellis – President | Lacey Willard – Secretary | Andrew Cavallaro – Treasurer
Mark Clark – At-Large Member | Karen Swan – At-Large Member

STAFF

Cindy Schuler – Executive Director

1. Opening
 - Welcome: President Uriah Ellis welcomed 52 virtual attendees including the full board
 - Introduction of Board of Directors: President Uriah Ellis welcomed new board members Mark Clark and Karen Swan
2. Consent Agenda
 - Approval of June Minutes: *Lacey Motioned to approve; Andrew seconded; motion passed and Minutes approved.* Minutes will now be posted.
3. Finance Committee Report:
 - Treasurer role is transferring from President Uriah Ellis to Treasurer Andrew Cavallaro
 - Electronic payments approved for vendors: Valic; Citizen's Energy Group; Town of McCordsville; Health Resources, Inc.; DLL - De Lage Landen Financial Services; GMA Holding, LLC; Republic Services; Ingram Micro Lease IT; ADP; Remodel Health; Aflac; Principal Financial Group; BMO Harris Bank
4. Office of the Executive Director Report: Highlights include
 - Enrollment Numbers for July, 2020:
 - Kindergarten = 67
 - 1st Grade = 53
 - 2nd Grade = 47
 - 3rd Grade = 58
 - 4th Grade = 30
 - 5th Grade = 35

- 6th Grade =49
- 7th Grade = 42
- 8th Grade = 30
- GMA Public Total = 411
- *New Student Enrollment to waitlists continue*
- Staff/Academics:
 - Books on the Beach outreach event for Kindergarten students scheduled for Thursday, July 30, 3:30-7:30.
 - Health and Safety: COVID Reentry Plan, drafted based on pandemic health advice, committee expertise, and community input, submitted for approval. Topics in the playbook include masks, daily symptoms check, school cleaning, guests, social distancing, personal hygiene, immunizations, potential exposures, school closure, school supplies, lunch, large gathering, building readiness, clinic procedures, related arts, social emotional learning, student orientation, child care options, and enrollment options (full time, virtual, hybrid). An enrollment preference survey will be issued this week.
 - Montessori Training: BSU Montessori professional development delivered by CGMS on August 3 for all staff members.
 - Special Education: Easter Seals student evaluations underway.
 - School Nurse: Ms. April will join as the school nurse.
 - Teacher Contracts Extended: Ms. Staci, Ms. Vicki, Ms. Nikki, Ms. Sara, Ms. Jennie, Ms. Leslie, Ms. Meagan, Ms. Lori, Ms. Deb, Ms. Abby, Ms. Cait, Mr. Michael, Ms. Rebekah, Ms. Meghan, Mr. Ray, Ms. Cathy, Mr. Brian, Ms. Megan, Ms. Marca, Ms. Jennifer, and Ms. Stephanie (Teaching assistants/co-educators will be receiving contracts soon)
 - Teacher Retirement Fund: Creation of TRF proposed by ED, and reimbursement for
 - Health Plan: New staff coverage plans proposed.
 - Before and After Care: YMCA proposed for \$3,000 rental fee; Treasurer to review.
 - Summer School: 12 summer classes with an average of 15 students per course, July 20-31
 - Vendor Relations: Lawn Care contract awarded; Custodial crew hired; Plexiglas Barriers on order; Gym Floor installed

5. Board Action Items:

- Health Plan: Motion to offer a GMA contribution to health plan benefit premiums, capped at 50% of premium.
 - *Mark Motioned to approve; Andrew seconded; motion passed and approved.*
- Teacher Retirement Fund: TRF to be made available to full time licensed teachers and administration; reimbursement to Executive Director to be presented to Treasurer.
 - *Lacey Motioned to approve; Mark seconded; motion passed and approved.*
- Health and Safety Plan: To publish COVID Reentry plan, and release enrollment survey.
 - *Lacey Motioned to approve; Mark seconded; motion passed and approved.*
- Action Items for next board meeting:
 - Amendment of Board bylaws to include BSU governance policies.
 - Revised GMA governance policies.

6. Adjournment