



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

Meeting Location

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

**Tuesday, December 15, 2020
5:30 pm**

BOARD OF DIRECTORS

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

STAFF

Cindy Schuler – Executive Director

Guest

Tina Spencer - Bookkeeping Plus

1. Opening
 - Welcome: Meeting called to order virtually at 5:41 PM ET
 - Roll Call - Board of Directors: Uriah Ellis; Lacey Willard; Andrew Cavallaro; Mark Clark; Karen Swan
 - Roll Call - Executive Director: Cindy Schuler
 - Guest - Bookkeeping Plus: Tina Spencer
 - Attendance – 37 virtual attendees at the 6:10 PM ET mark
2. Consent Agenda
 - Approval of October Minutes: Uriah motioned to approve; Andrew seconded;
Unanimous approval
3. Finance Committee: Andrew Cavallaro with Tina Spencer
 - Finance Report: November and December are true up months for student enrollment; COVID has driven reduced enrollment for GMA and fellow charter schools. A third party HR vendor is being reviewed by the Finance Committee to onboard for human resources support.
4. Office of the Executive Director
 - **Enrollment Numbers:** K: 39; 1st: 41; 2nd: 40; 3rd: 36; 4th: 21; 5th: 22; 6th: 31; 7th: 23; 8th: 13; TOTAL: 266. 2020-2021 enrollment has begun.
 - **Staff/Academics:** Lexia® Core5® Reading has been purchased to support all of our learners' diverse needs. Shared Inquiry is being implemented, which is a method of teaching and learning that enables students to explore the ideas, meaning, and information found in everything they read. Students are taking NWEA this week and the

data will be analyzed to impact teaching and learning. Learning Labs are being successfully hosted, with 57 student sessions hosted. Winter Concert will be hosted on December 20. Montessori certification trainings will continue for staff. Special Education conferences and reports, with personalized student work plans are occurring. Grade Level Benchmarks Created for teachers to help with student growth and thinking. Student leaders from each classroom have enjoyed saying the Pledge of Allegiance and sharing a favorite Montessori or other beloved quote. Project Lead the Way Training will commence in January, with online modules. Teacher changes include Ms. Baleigh Davis; Ms. Kim; and Ms. Rhonda. Social Emotional Lessons and deepened COVID-19 precautions continue to keep our school family safe and healthy during these trying times. Cognitive Abilities Test (CogAT) will release to K and 2 grades in February. Leveled Literacy Intervention by Fountas and Pinnell intervention books are being ordered for more tiered response to intervention offerings for our students. Virtual education will be given for 13 days in January, with onsite learning resuming 1/25. All staff received virtual professional development to help with elearning, including learning about resources such as Common Lit, Prodigy, and Readworks to better engage students during virtual learning. New Operations Coordinator, Jamie Rahmany, has joined the school family. All families were asked to complete their learning preference for second semester, as we are offering onsite or online learning. All children will receive their NWEA progress reports and class progress reports on 1/6/2021.

- **Grants:** Teachers rated effective or highly effective received the teacher appreciation grant on December 11. The middle school is applying for the Gateway Training grant, which will benefit our STEM offerings. We received the funding from the summer school grant which allowed GMA to offer tutoring and virtual summer school from May-August.
 - **Building and Grounds:** The basketball goals are in and basketball teams are coming in February. Parking Lot Lights: The electrician was called to fix the parking lot lights. Grounds Committee met to discuss playground, nature path, and flower beds.
 - **Learning Centers:** 5 outdoor picnic tables set up near the Peace Pole for student use. Library, Montessori Room, and a STEM Room set up now as well.
 - **Strategic Planning:** 2021 goals set for Financial, Governance, Student Performance, Teacher Engagement, Operations, and Community and Family Engagement. 1Q21 goals include: Securing 1 grant; refresh handbook; 60% student growth; virtual program success measurement; continue with teacher mentorships; refresh COVID plans; offer Montessori education
 - **Audit:** Annual audit for charter sponsorship is underway and will be finalized by month end.
5. New Business:
- Electronic board meeting policies and procedures: Uriah motioned to approve; Mark seconded; [Unanimous approval](#)
6. Adjournment: Meeting called to a close at 6:14 PM ET