October Board Meeting Summary

**1. Treasurer’s Report – Beth**

Decision: N/A

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| Actions | Owner |
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**2. Director of School report – Emily**

Enrollment update. Reach goal of 60 students in November.

Decision: N/A

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| --- | --- |
| Actions | Owner |
| Ask Kate Dittrick about unpaid internships | Jill |
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**3. Action Group Progress Review – Kay**

Review of yellow and red items for each action group.

Decision: N/A

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| --- | --- |
| Actions | Owner |
| Send issues to Kay for talent survey by Oct 17th | All |
| Request more information and encourage grandparents day from community building | Kay |
| Add an action group item to facility, work group, need budget | Jenn |
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**4. Head Teacher Report**

Review of head teacher and all staff meeting agendas and notes.

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| Actions | Owner |
| Add agenda items to parent meeting to address non MCS children on playground and board/teacher concerns around respect of classroom space. | Lex |
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**5. Staff Retention Proposal**

**Purpose: Board approval of bonuses**

Discussed proposal for cash bonus.

Decision:

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| --- | --- |
| Actions | Owner |
| Request a book of teacher wish list. | Jill |
| Give us some recommendations for crucial conversations | Missy |
| Consider proposal and will communicate history | Missy |
| Gift cards | Beth |

**6. OEC proposals – Matt**

**Purpose: Board approval of multiple events**

**Sponsor: OEC**

Aubrey Ruwe presented on various OEC proposals

Decisions: Approved following proposals: Fall Clean Up, Playing field for outdoor space, composting structure with outdoor composting approved, faucet locks and hose storage, trash pickup program.

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| --- | --- |
| Actions | Owner |
| Send materials about Ken Finch. Ask OEC to put a proposal together for January. Biographies, cost, program, time commitment. | Matt |
| Provide timeline for playing field to the head teachers about the work to be done. | Matt |
| Examine the footings of the play structure to be moved and make a recommendations about whether it happen in fall or spring. | Matt |
| Ask work committee to explore water shut off | Matt/Emily |
| Create trash pickup schedule for presentation at future parent meeting | OEC |

**7. Beautification Proposal – Katie**

**Purpose: Board approval**

Kim and Katie presented about the furniture for lobby.

Decision: Approved proposal.

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| Actions | Owner |
| Price ceiling fans and lights. | Kay |
| Direct committee to Beth about ordering | Kay |

**8. Potential Substitute Teacher Hire -Emily**

Decision:

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| --- | --- |
| Actions | Owner |
| Call references first and arrange to meet head teachers | Emily |
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**9. Potential Exchange Student -Emily**

Discussed the pros and cons. Emily presented positives, Ms. Annie presented head teachers reservations

Decision: Not approved

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| --- | --- |
| Actions | Owner |
| Communicate decision | Emily |
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**10. Summer Bonuses – Beth**

Reviewed bonus suggestion for Assistant Teachers that organized summer camps

Decision: Approved

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| Actions | Owner |
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**11. Biting Protocol – Emily**

Reviewed need for official protocol

Decision:

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| --- | --- |
| Actions | Owner |
| Emily and Annie will put together a policy for board approval. | Emily |
| Will look at parent education: psychologist, pediatrician, | Jill |

**12. Window Blind Proposal – Kay**

Decision: Approved

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| --- | --- |
| Actions | Owner |
| Head teachers and Emily will decide on specifics or entire replacement. | Ms. Annie |
|  |  |