

Montessori School of Iowa City
Minutes for Board of Trustees Meeting
January 15, 2005

The regular board meeting of the Montessori Board of Trustees was held on Saturday, January 15, 2005 at Montessori School. The meeting was called to order at 10:00 a.m. Board members present at the meeting included Jane Anderson, Gordon Cook, Fang Fang, Stephanie Gillispie, John Higgins, Lisa Koizumi, Cindy Kuehl, Cormac O'Sullivan and Terri Schuchard.

It was moved to approve the agenda, which was seconded and approved. It was moved to approve the minutes for the November 13, 2004 regular board meeting. Motion was seconded and approved.

Reports:

President

Dennis joined the meeting at 10:05am. There were no reports from the president.

Director

Gordon reported that the school had about \$35,000 in the bank. The line of credit should be paid for in a few months. Book fairs went very well. One snow day will be made up on Feb 21st. Payroll is in house. A discussion was held on looking into electronic transaction for the tuition payments and the teachers paychecks. Gordon will talk with the bank and the teachers about this.

Accountant

The Board reviewed the Profit & Loss spreadsheet for the period of July through December 2004. Gordon reported that the school continued to do quite well with a nice balance in the bank. The school has begun to pay off the line of credit loan. By March, Ken will have proposed budget for the next year.

Committee

1. *Financial Committee* - No reports.
2. *Building and Grounds* - No reports.
3. *Fundraising/Community Outreach* - PTO Committee has scheduled a chili supper in January. Gordon will email the board members once the date is confirmed. Lisa Koizumi updated the board that our school might not participate the Run for the Schools program this year due to the school's other fund-raising activities in the fall.
4. *Professional Development Committee* - 10 staff members will attend the Annual Montessori Training/Convention in Chicago. The hotel reservation has been made. Tennille Nelson will take the training next summer. Margaret Allen is doing distance learning.
5. *Vision committee* – The committee meeting is scheduled on Feb 3rd. The report will be ready by the next board meeting.

Old Business: There is an addition to the November 13, 2004 board meeting minutes – The board approved at the November meeting that there would be no school on April 1st due to the Annual Montessori Convention in Chicago.

New Business:

Proposed 2005-2006 Fees & Tuitions – The board reviewed the proposed fees and tuitions for summer 2005 to 2006. The increases are approximately 2%. It was moved to approve the increases as proposed. Motion was seconded and approved.

March Board Meeting Date – Due to Spring Break, the March Board Meeting is rescheduled on March 26th.

100 day of school celebration – Each student was encouraged to bring 100 coins to school for the celebration event.

Plan and Policy Committee – The committee will schedule a meeting to discuss if the Parents Handbook should be updated.

A motion was made and seconded to adjourn. The Meeting adjourned at approximately 11:05 a.m. Gordon will e-mail board members the date/time of the next meeting.

Respectfully submitted,

Fang Fang
Secretary