

Montessori Regional Charter School

Board of Trustees Meeting

October 11, 2006

Board Members Present:

Laura Mott	Stephanie Taylor
Tracy Wilczynski	Mary Burrows
Annette Marshall	Richard O'Dell
Mary Connerty	

Board members not in attendance: Rob Petro, Marty Maly, Gerry Barron, Beth Iadeluca
Charlie Witchcoff

Also in attendance: Anthony Pirrello, Tom Pendleton, Heidi Sheehan, Jill Duncan

Call to Order: The meeting was called to order at 6:04 by Laura Mott, President, by leading the Pledge of Allegiance.

Audit Report: MRCS Annual Audit Report prepared by Felix & Gloekler, P.C. was presented with the following recommendations;

- A. begin use of purchase orders (PO's)
- B. monitor cash receipts more efficiently
- C. define roles and responsibilities regarding bank statements/financial statements/checks and balances
- D. computer back up should be kept off site
- E. develop a disaster recovery plan

A copy of the Annual Audit is available for review in the MRCS office.

Public Comment: Daunice Bunn; Executive Director of MCHE introduced herself.

Approval of Minutes: Minutes from meeting on September 13, 2006 were read and accepted

Motion to accept Board Meeting Minutes

Moved by: Laura Mott Seconded by: Richard O'Dell

Yes: 7 No: 0

Committee Reports:

Policy Committee:

Annette Marshall presented this report.

Several policies were presented for first readings including;

- A. Classroom discipline
- B. School Security
- C. Tardiness

- D. Classroom observation
- E. Use of school records by personnel

Finance Committee; Treasurer's Report

The report was presented by Heidi Sheehan (business manager) in Beth Idaluca (treasurer) absence.

- A reminder to all that the budget is calculated over a 12 month period
- Discussion regarding B&G, maintenance, and renovations being over budget
- Discussion regarding the receipt of quotes and the bidding process
- Discussed the creation of policies through the policy committee to address the bid process, a policy and procedure if budgeted expenses are exceeded, and a policy regarding bills paid.
- The check detail was reviewed without question

Buildings and Grounds Committee;

Anthony Pirello (Principal/CEO) presented the report in Gerry Barron (committee chair) absence.

- The B&G committee meets weekly on Mondays at 4:00
- All building renovations are near completion
- Several building and grounds projects are scheduled during holiday breaks
- Discussion regarding the security system...the e-flyer/Friday flyer reminded all visitors to report to the office as well as other security procedures
- B&G committee recommended an addendum to the MCHE lease

Motion to approve the B&G Committee to draft an addendum to the MCHE lease for review and vote at the next regularly scheduled board meeting.

Moved by: Laura Mott

Seconded by: Richard O'Dell

Yes: 7

No: 0

PTO Report;

The report was presented by Jane Binder (PTO Co-president)

- General PTO meetings will be held quarterly and quarterly reports will be provided to the Board
- PTO passed their by-laws which are available for review on the MRCS web site
- PTO fundraising schedule was reviewed
 - A. On-line store kick off (11/14/06)
 - B. Book Fair (12/4/06 -12/5/06)
 - C. Cookie Trays (12/15/06)
- Discussed PTO's plans for enrichment activities which include a musical, a yearbook and a day for parent volunteers to apply for clearances
- PTO financial was presented by Chris (PTO treasurer)

Administrators /CEO Report;

Presented by Anthony Pirello (Principal/CEO)

- Current enrollment total; 160: there are still openings in kindergarten
- Special Education Federal/State Compliance monitoring has been rescheduled for March 2007

- Anthony and Heidi are meeting with representatives from the Millcreek School district to begin discussions regarding collaborative efforts and direct payment

Human Resources;

Committee report presented by Anthony Pirello (Principal/CEO)

- Recommend several approved HR issues go to the policy committee for draft

New Business;

- Presentation of Allison Scarpetti as a potential board member

Motion to accept Allison Scarpetti as a member of the MRCS Board of Trustees effective immediately

Moved by: Laura Mott

Seconded by: Richard O'Dell

Yes: 7

No: 0

Old Business:

- Discussion regarding the objectives and benchmarks for the principal/CEO
- Questions were raised about how Anthony's performance would be evaluated, including how frequently, by who and how the reviews would be shared with the board at large as well as with Anthony
- Discussion regarding the Kathy Kingston contract; are we moving forward with using her as a mentor and/or consultant
- Discussion about board members participation on committees
 - A. suggestion was made to develop a master list of committees and their members
 - B. suggestion that all board members be required to serve on a committee
- Discussion regarding recent PSBA report detailing pending legislation for public schools to provide Pre-K programs; suggestion to inquire with Millcreek and ESD regarding their intentions to offer Pre-K programs

Motion to adjourn;

Moved by: Laura Mott

Seconded by: Tracy Wilczynski

Yes: 7

No: 0