

**MMCI MEETINGS ARE PUBLIC: *Parents and staff are encouraged to attend***

**Monocacy Montessori Communities, Incorporated (MMCI)**

**Public Meeting Minutes – APPROVED January 16, 2016**

**Wednesday, December 21, 2016 @ 7:00 pm**

**Location: CCMPCS, 7215 Corporate Drive**

**Trustees Present:** Melissa Najera, Kathleen Luttrell, Liz Seal, Sara Fallati, Amanda Erard, Erin Frank, Adam Kenney, James Kleimola, Jeff Kohler, Matt Mills, Jen Nichols, Yvette Rood

**Others Present:** Marilyn Horan, Nancy Radkiewicz, Michael Beth Edwards, Maureen Capillo, Jon Philips, Adelaide Chang, Kevin Wilfong

- I. Call to Order/Welcome Melissa Najera
  
- II. Community Comments
  
- III. Consent Agenda Items
  - A. October 26, 2016 meeting minutes Evote passed on 11/12/2016
  - B. Balance Sheet, Bank Recs, Finance Report Melissa Najera
  - C. End of Year gifts / bonus Evote passed on 11/27/2016
    - a. \$500 bonus for Amy O'Connor
    - b. \$50 gift cards for each MMCI B&A Care employee
  
- IV. Reports
  - A. CCMPCS VP Report Liz Seal
    - a. No Report
  - B. MVMPCS VP Report Kathleen Lutrell
    - a. See Appendix A
  
- V. Updates
  - A. CCM GC Chair/Principal update Amanda Erard/ Marilyn Horan
  - B. MVM GC Chair/Principal update Nancy Radkiewicz
  - C. MVM Charter Renewal Update Kathleen Luttrell
  - D. Programs Jen Nichols

**MOTION** by Jen, 2nd by Melissa, to approve Snapology for MMCI for Spring 2017, to be held at MVM  
**PASSES** with all in favor
  - E. MSDE Accreditation & Pre-K Grant Jeff Koehler/Melissa Najera
  - F. Fundraising Erin Frank
    - 1. A question was raised at MVM regarding alternative ways to donate funds.
      - a. Discussion surrounded how this will be handled and if the BOT will allow donations to be put towards anything other than item(s) identified by GC's for Targeted Fundraising
      - b. The BOT may not allow exceptions to the Targeted Fundraising goals that were identified by the GC's
      - c. After some discussion, the consensus amongst the board members, as well as administration who was acting as a GC representative, was that opening the option up for donations to the schools outside of the targets identified by the GCs was NOT a provision of the original Targeted Fundraising plan. This does not mean, however, that MMCI will not accept donations to the organization.
  
- VI. Discussion/Action Items
  - A. Discussion/VOTE - MVM Before & After Care Employees Jen Nichols

1. Before and After program at MVM has been a successful program for the past 2 years, but unfortunately will likely not have the staff to continue beyond the current school year
  - a. Staffed by MVM teachers and assistant teachers, the current crew is in their 2<sup>nd</sup> year of running the program and have committed to completing the school year, but will not likely continue next school year for various reasons
2. Exploring options such as YMCA or other programs
  - a. Jen proposed hosting a meeting for families who use before and after care to explore options as a community
3. MMCI currently nets between \$25-30K from before & after revenue, which would not support hiring a professional to manage the program and bring in staff from outside the school.

**MOTION** by Melissa, 2<sup>nd</sup> by Jeff, for board to accept Jen's continuance as Programs Chair even after her term on the board has ended. **PASSES** with all in favor.

B. Vote- CCM Buildout/Agreement with Landlord

Melissa Najera

**MOTION** by Melissa, 2<sup>nd</sup> by Liz, to approve the drafts letter of agreement and letter of clarification with the understanding that some small language changes can occur, but no substantive changes will be made without GC approval. **PASSES** with all in favor

C. Discussion - MVM Request for Information – Lincoln A

Kathleen Lutrell

1. School leadership had a preliminary meeting and looking at various building options, from purchasing or leasing an existing building to constructing a new one
2. School leadership visited the property of former Lincoln Elementary Building A and would like to consider this as an option
  - a. MVM is preparing to submit a letter of interest to BOE by January 13<sup>th</sup>
  - b. Will schedule a tour for stakeholders in the community
  - c. MVM would have to construct an addition on the building b/c the space is currently not adequate.
  - d. It was said that the building is not up to code and that FCPS has budgeted funds for repairs

**MOTION** by Kathleen, 2<sup>nd</sup> by James, to approve the submission of a Letter of Interest to FCPS for the property at Lincoln A. **PASSES** with all in favor.

VIII. Closed session at 8:54 pm

IX. Adjourned at 900 pm

**Next BOT meeting is scheduled for on Wednesday, January 26<sup>th</sup> at 7:00 pm at MVM**