



April 28, 2015, 4:00pm

Fort Collins Montessori School Board Meeting Minutes

Present:

Board Members - Ronnie Estelle, Board Member; Lorie Federman, Vice-President; Kathy Lynch, Secretary; John Sanderson, Board President

Ex Officio Board Members - Jennifer Schiller, Board Faculty Representative; Frank Vincent, Head of School

Community – None present

1. **Welcome and Reading of Vision and Mission** – Read by Head of School Frank Vincent
2. **Public Comment** No comments
3. **April 16, 2015 Board Minutes Approval**

*Motion to delay approval of April 16, 2015 minutes until we reach agreement on item No. 4 in the minutes. **Motion by** Board Secretary Kathy Lynch*

***Comments:** Board Secretary Kathy Lynch will send revised minutes within 48 hours for comment and approval for public posting on Friday, May 1, 2015.*

***Seconded by:** Board Vice-President Lorie Federman*

***VOTE:** All in favor, Motion passes*

4. **Board Membership Process**, revised April 28, 2015 by Board President John Sanderson

***Comments by** Board President John Sanderson with Board Discussion on the revised Board Membership Process document:*

- President John Sanderson noted that the opening paragraph of the document indicates the process by which Directors for the Governing Board of Fort Collins Montessori School will be elected, including:
 - **Governing Board Make-Up**
 - Voting Members* - at least 5 voting members but no more than 7 voting members:
 - 2 parent representatives

- 3 to 5 members of the Fort Collins community

Non-Voting Members

- Head of School
 - 1 faculty representative, chosen by majority vote among full-time faculty.
- **Election Period** - in May, or as vacancies occur.
 - **Terms of Directors** - 2-year terms, except for one parent representative and one community member from the initial board, who will serve three-year terms to allow a natural transition of board members. Directors elected to fill a vacancy will serve only the remainder of the term for the vacant position. Directors may be reelected without limit.
 - **Desired Governing Board Skill Sets** - professional skill sets and experience to ensure a well-rounded, strong, and efficient Board, which might include: legal, financial, development, facilities, and education skills and experience.
- **Nominating Committee (NC)** Board President John Sanderson directed the discussion regarding the structure and responsibilities of the NC. The document indicates that the NC serves as a Board committee whose task is to search for new Board Member candidates based on the board's needs with respect to skills, interests, knowledge of Montessori pedagogy, etc. The NC will consist of one or no more than two voting Board Members, and may include one or both non-voting Board Members, and one parent representative from the Parent Council.
 - Board Member Ronnie Estelle inquired about NC accountability, asking what happens when the Board is at odds with the NC. Discussion ensued and it was concluded that because the NC works for the Governing Board and several Board members serve on the NC, this is unlikely to happen. However, in the event that this occurs, the Governing Board can take action if the NC is not meeting the Board's needs.
 - In addition, Board Member Ronnie Estelle inquired how the Board ensures the candidate's commitment to FCMS Mission & Vision. How do we obtain this from the candidate? While this is asked on the initial application, it was also suggested that a questionnaire could be given to Board Member nominees during the NC screening process and/or at the time of their Board interview.

Motion: *FCMS Board hereby adopts the Board Membership process, as revised and amended.*

Motion by *Board Vice-President Lorie Federman*

Comments: The adopted board membership process is inconsistent with current bylaws. At a future date, we will amend the By-laws to be consistent with the adopted Board Membership process. This will be voted on at a future Board meeting.

Seconded by: *Board Member Ronnie Estelle*

VOTE: *All in favor, Motion passes*

5. Establish a Nominating Committee and a Parent Council

Motion: FCMS Board hereby establishes the Nominating Committee consisting of John Sanderson, Board President; Lorie Federman, Board Vice President; Jennifer Schiller, Board Faculty Representative, and, the Board also authorizes the Board representative, Vice President Lorie Federman, on the School Accountability Committee to establish a Parent Council as a sub-committee of the SAC. **Motion by** Board Vice President Lorie Federman.

Comments: Board Member Ronnie Estelle noted that the Board Faculty Representative should be voted on annually in May by fellow faculty. The current Board Faculty Representative Jennifer Schiller will organize this process with the faculty.

Seconded by: Board Secretary Kathy Lynch

VOTE: All in favor, Motion passes

6. Adopt FCMS Statement of Values

Motion: The FCMS Board hereby adopts the Value Statement drafted at the April 9, 2015 Board/Staff retreat and subsequently revised with board and staff input. **Motion by** Board Member Ronnie Estelle

Comments: Statement of Values should be included with Mission and Vision in the Parent Agreement Form (enrollment materials). We need further discussion on where to distribute this information – website, poster board in the school/classrooms, etc.

Seconded by: Board Vice-President Lorie Federman

VOTE: All in favor, Motion passes

7. Discussion brought up by Board President John Sanderson regarding heightened Board communication with the parent community via newsletter, etc, regarding:

- Upcoming Picnic
 - Board issues
 - Facilities
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8. Closing and Adjourn

Motion: Board President John Sanderson moves that we adjourn

Seconded by Board Secretary Kathy Lynch

VOTE: All in favor, meeting adjourned