

SEAFOM Board Meeting
December 15, 2015
5:00 PM – 5:57PM
Adolescent Montessori Program Classroom
Approved Minutes

SEAFOM Board Members present: Jeffrey Lofthus (JL), Cory Crossett (CC), Abe Levy (AL), Stephanie Kohlhase (SK), Lynnette McNutt (LM), Rebecca Stenson (RS), Kristin Garot (KG), and Lupita Alvarez (LA).

SEAFOM Board Members not present: Callie Conerton (CCo)

Other members present: Catherine Fritz (CF), Geoff Kirsch (GK) (JMS Liaison), Mary Jane Tenney (MJT), and Rekha Claytor (RC).

1. **Establish Quorum:** Quorum established.
2. **Review Draft Minutes (RS):**
 - a. **August 18, 2015 Board Meeting:** JL moves to approve the minutes. LM seconds. Minutes Approved.
 - b. **August 26: 2015 Special Meeting:** KG moved to approve the minutes, CC seconds. Minutes approved.
3. **Membership Update (CC):** CC has some new members to update. He received some from the website and will update the membership list soon.
4. **Treasurer's Report (AL):**
 - a. **Budget vs. Expenses:** AL reported there are not many updates to present. All teacher sponsorships for Montessori training are completed except for CCo. Hidden Treasures funding maximum was reached for 2016. Montessori Borealis (MB) is ready to make some purchases for Children's House and Elementary classroom supplies as budgeted. KG will send links with the orders to AL. AL will check on the amount remaining in the budget for each level.
 - b. **Rasmusen Grant Update, SK:** This grant is for "furniture and equipment" for the Children's House. The total is \$12,500. LA is applying for AEYC funding as well for other needed expenses, such as trainings for assistants etc. CF offered to meet with LA to review smaller grant opportunities, which are due in March. SK

requested colored copies of the Montessori Minute monthly newsletter to send to Rasmusen. SK will write a letter as well.

5. Montessori Borealis (MB) Update (KG):

- a. **Population target:** MB met target for the minimum number of students to qualify as a school. As they move forward with expansion, it is important to pay attention to that number.
- b. **Augmentor:** Sam Walker continues as the AMP Augmentor. Tommy Schoffler worked as a Creative Expressions consultant for the Adolescent Montessori Program (AMP) in 2nd Quarter. Amy Bibb continues with before and after school music programs. The Elementary Augmentor needs to be solidified for second semester. KG will resolve that.
- c. **Fundraising:** Instead of Innisbrook wrapping paper, MB students sold Sentinel coffee as a fundraiser this year managed by MB Site Council.
- d. **Artist in the Schools:** MB students worked with teaching artist MK MacNaughton this past month to create Giant Puppets, Children's House – 8th grade. They will be presenting these at MB Gallery Walk on Dec. 17th at 5:30pm.

6. Montessori Assistant Training (SK): The Assistant training is underway and has been successful. They had nine applicants and six participants. One weekend is left in their training schedule.

7. Juneau Montessori School (JMS) GK:

- a. **Fence:** The fence project is underway with construction planned for March/April. It will be a large project. Volunteers will install the fence.
- b. **Toddler Guide:** JMS hired a new Toddler Guide, Laurie Smith from New Mexico. They have also hired an out of state assistant teacher.
- c. **Fundraisers:** JMS is planning to conduct another wine tasting fundraiser in February and may need some SEAFOM support. They also plan to do pansy sales again.

8. Juneau Montessori Association (SK): A nonprofit 501(c)(3) was recently formed called the Juneau Montessori Association. It was founded by four parents of children in Montessori. The organization could serve as the third entity for the Hidden Treasures funding. Currently any additional funding above the maximum allowed for JMS and SEAFOM goes to a third organization that changes each year, yet the foundation of Juneau Montessori Association would allow any additional funding to be used for Montessori education. This organization could eventually become a Montessori alumni

association as well. The minimum number for membership is 25. CF will follow up with this organization to request about signing up as a member.

9. Committee Reports

- a. **Finance (AL, LA, SK, RS):** SK reported that forms for funding requests need updating on the SEAFOM website. AL reported that Amazon Smile is now set up for SEAFOM, which gives ½ percent to a charity when individuals shop on Amazon. LA inquired about the old SEAFOM Amazon Smile account, and it was clarified that that account is now for JMS. SK asked if the SEAFOM budget could be made as a direct link on the website. LA will do it. AL will send the budget to LA.
- b. **Catherine Fritz Scholarship (CC, SM, BB, SK):** SK reported that no other kindergarten families have requested scholarships this year. The committee will work to update the form for next year.
- c. **Teacher Training Scholarship Committee (CF, JL, SK):** CF reported that she reviewed the website and forms for teacher scholarships and prioritized the needs for this year. She will update documents in the next couple of weeks so that forms can be posted by the middle of January. Scholarships prioritize tuition yet may cover additional expenses depending on the budget.
 - i. **Recruitment strategy:** SEAFOM needs to determine the need for trained teachers at each level and then decide how SEAFOM can meet that demand. There are currently two trained teachers who are not working within the Montessori school (one adolescent teacher and one elementary teacher). This year, recruitment should focus on applicants for Children’s House and Lower Elementary. MJT said that teacher needs could be discussed at the next MB staff meeting. CF said that this information would be needed by the first of the year.
 - ii. **Coinciding deadlines:** Another consideration is to better coincide the deadlines for funding requests with training centers. SEAFOM does not pass the budget until June, which is too late for training deadlines. AL suggested that a budget revision could be made if needed to revise the current year’s budget, which would require a membership meeting.

10. Future Meetings/Deadlines:

Budget Requests Due: March 1, 2016

2016 Teacher Training Applications Due: Midnight March 14, 2016

March Board Meeting: March 15, 2016

April Budget Meeting: April 5, 2016

June Membership Meeting: TBD