



**MINUTES OF CYPRESS JUNCTION MONTESSORI, INC.,
BOARD OF DIRECTORS MEETING
June 21, 2016**

A meeting of the board of directors of Cypress Junction Montessori, Inc. (the “Company”), was held at the Winter Haven Public Library on June 21, 2016, beginning at 12:00pm.

The members of the Board of Directors are:

Ms. Katrina Hill, President
Ms. Tasha Keppler, Vice President
Mr. Craig Clevenger, Secretary
Mr. T. Michael Stavres, Treasurer
Ms. Cynthia Chilton
Ms. Audrey Nettlow

The following members attended:

Ms. Hill, President
Ms. Keppler, Vice President
Mr. Clevenger, Secretary
Mr. Stavres, Treasurer
Ms. Cynthia Chilton

Additional attendees:

Ms. Karen Winningham, Executive Director
Ms. Casey Moyer-Caswell, Principal

During the meeting, the Board discussed the following matters and took the following action:

Ms. Hill called the meeting to order at 12:06pm and asked for any changes to the agenda.
Ms. Winningham requested moving Busing Specifics from General Discussion to Board Action.
Ms. Winningham provided an update on the CSP grant.
Ms. Winningham provided an update on Enrollment and Registration. All grades are expected to be filled by July with only openings in sixth grade.
Ms. Winningham provided an update on Teacher Hiring. All staff positions have been filled. Additional positions may be created depending on preschool enrollment.
Ms. Winningham led a review of the 2016-2017 Budget including a discussion on Busing Specifics.
The Board authorized school administration to contract student busing services with Polk Public Schools with a busing radius of 2-5 miles on a motion by Ms. Chilton seconded by Mr. Stavres and a unanimous vote by Board members in attendance.
The Board approved the 2016-2017 Budget on a motion by Mr. Stavres seconded by Ms. Keppler and a unanimous vote by Board members in attendance.
Mr. Stavres advised Winter Haven Police Department is assisting with search for AED. Mr. Clevenger reported Woodmen of America have pledged to provide American flags for classrooms and school



exterior. Mr. Stavres reported he is meeting with a prospective Board member Wednesday, June 22, 2016 to fill current vacancy.

Ms. Winningham advised Board members on quotes received for communications infrastructure and security systems.

Mr. Stavres advised volunteers will paint interior rooms Friday, June 24, 2016. Ms. Hill will post public notice for volunteers to assist with interior painting the morning of Saturday, June 25, 2016.

Ms. Winningham advised the school address was listed incorrectly with Polk Property Appraiser.

There were no public comments at the end of business.

There being no further business to discuss, the meeting was adjourned at 1:10pm.

The next Board of Directors meeting will be held 12:00pm on Wednesday, June 30, 2016 at the Winter Haven Public Library.

Faithfully submitted by Craig Clevenger, Secretary