



**MINUTES OF CYPRESS JUNCTION MONTESSORI, INC.,  
BOARD OF DIRECTORS MEETING  
March 19, 2018**

A meeting of the board of directors of Cypress Junction Montessori, Inc. (the “School”), was held on Monday, March 19, 2018, beginning at 4:30pm.

**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  
Mr. Brandon Richards  
Dr. Martha Santiago

**The following members attended:**

Ms. Keppler, Vice President  
Mr. Clevenger, Secretary  
Ms. Chilton  
Ms. Nettlow

**Additional attendees:**

Ms. Karen Winningham, Executive Director

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

Ms. Keppler called the meeting to order at 4:45pm. There were no changes to the agenda.

The Consent Agenda was tabled due to lack of quorum.

Ms. Winningham advised of allocations for improving the exterior of the facility dependent upon budget allowance at the end of the fiscal year. Ms. Winningham also provided an update on amendments to CSP grant requests.

Ms. Winningham reported Mrs. Erol and Mrs. Clark will be attending the American Montessori Society (AMS) Annual Conference from March 21<sup>st</sup> through March 25<sup>th</sup> in Denver, Colorado.

Upper Elementary classes will be hosting a Science Showcase at the school on Tuesday, March 20, 2018.

Ms. Winningham presented an application from Shawn Kinsey for a position on the Board of Directors. Mr. Kinsey toured the school with Ms. Winningham. Board members reviewed Mr. Kinsey’s application followed by a brief discussion. Ms. Keppler advised revisiting Board Committees and suggested assigning a committee to address community outreach and engagement.

Ms. Winningham provided an update on the School’s Staffing Plan for the 2018-2019 school year.

Ms. Winningham provided an update on Enrollment for the 2018-2019 school year.

Ms. Chilton withdrew from the meeting at 5:11pm and anticipates at the next Board meeting to provide an update on grant possibilities for preschool scholarship funding from a private foundation.

The School will hold a family garage sale to fundraise for student activities and field experiences.

There were no public comments.

There being no further business to discuss, the meeting was adjourned at 5:31pm.

The next Board of Directors meeting is scheduled for 4:30pm on Monday, April 16, 2018.

*Faithfully submitted by Craig Clevenger, Secretary*