

**The Montessori Academy Edison Lakes  
Board of Trustees Meeting Minutes  
Tuesday, September 10, 2024  
In Person/Zoom Optional**

**I. Call to Order**

- A. Kiara Moore, *President*, called meeting to order at 6:04 pm
- B. Trustees Present: Kiara Moore, *President*; Charlie Brach  
Zoom: Corey Hurcomb, *President-Elect*; Maria Muffoletto; Kat Lyvers  
Proxy Given: Jena O'Brien gave proxy to Corey Hurcomb, *President-Elect*; Jen Harwell gave proxy to Kiara Moore, *President*
- C. Quorum: Yes
- D. Staff Present: Kathy Kolata, *Interim Head of School*; Matthew Jun, *Finance Director*; Kelli Collins, *Advancement Director*

**II. Old Business**

- A. Approval of Open Session Minutes- Corey Hurcomb, *President-Elect*, moved to approve August 6, 2024 minutes. Kat Lyvers seconded. All were in favor.
- B. Record of Filling Vacant Office – The board received letters of resignation from Angie Deane and Julia Sama and accepted these letters with thanks and gratitude for their service.
- C. Committee Reports
  - 1. Advancement Committee
    - a. Fall Frolic website launched, runners/walkers are signing up. Fall Frolic Shirt reveal.
    - b. Secured \$1,000.00 in sponsorships and sold 5 trunk-or-treats.
    - c. Ads running on WNIT, WFRN, and U93, boosting ads on Facebook. Working on yard signs and banners for Windingbrook.
    - d. Parent Network looking to be rebranded (PAL) and return to encourage parent involvement.
    - e. Annual Giving/Alumni Giving campaign is in development.
  - 2. Safety and Facilities Committee
    - a. Corey will be reaching out to the Sama's, the previous Chairs of the Safety Committee for previous information on plans/events.
    - b. Reaching out to local first responders to walk through school and be present for next fire drill.
    - c. 1<sup>st</sup> fire drill went off without issue. Many e-mails received regarding drills. Working on joint communication regarding overall School Safety to go to parents in the future.
    - d. Handrails installed outside of Main Building.

- e. Received donation of washer/dryer combo from Camden's Appliance, installed in EC building.
- f. Network issues are preventing the instillation of cameras in the gym with cages.
- g. Gym door broken, Jason to get company that installed out onsite.

D. Accreditation Report

- a. AMS School Accreditation Standards
- b. Met with Anya Crawford, AMS Accreditation partner. Discussed ways to shrink ISAAC team down from 7-10 to 7 and less.

**III. New Business**

**IV. Adjourn Open Session**

A. Corey Hurcomb, *President-Elect*, motioned to adjourn Open Session, Charlie Brach seconded. All were in favor. Kiara Moore, *President*, adjourned meeting at 6:26 pm.