



CMS Minutes 12/17/13

Attendees:

Dan Klobusnik, Jeff Rickard, Sonya Cropper, Christina Salerno

Annie Rayhill, Josie Banda, Carrie Wisser, Kate Bender, Laura Jacobs

1. Welcome and open the meeting—635pm
2. Approve 11/19/13 meeting
Approved
3. Unfinished Business

3rd classroom

- *See handout on cost-benefit analysis*
- *Breakeven=9 students*
- *Need for a more aggressive marketing campaign (e.g. Roche et al., Indy Child et al., Zillow and Trulia realty sites)—January is optimal kick-off point,*

Capital campaign

- *~\$13k needed for classroom—letter sent to parents to solicit donations*

Training contracts

- *Dan has developed a draft agreement for review and comment at January's Board Meeting*
- *Annie suggest a repayment schedule (e.g., 24 months)*
- *Evaluate integration with non-compete contract (Annie will provide a copy of current)*

Scholarship program

- *Should be attached to our strategic plan—tabled for now*

Insurance for staff

- *AMI does offer insurance—need more information*

Website updates

- *Sonya has contacted local high school technology folks to see if they can have students assist/develop*

4. Financial report
See handouts (long and short form budgets and financial report)
5. Admin/Head of school report
See handout
2014-15 draft calendar handed out
Evaluating options for ½ day in-service for directresses once/month—Annie to look into activities for students on those ½ days, costs, etc.
Proposing to start one week later—9 weeks summer session in 2014
6. New business
Vendors go through background check?
Sports physicals? Forms?
Dad's club?
7. Adjourn. 825 pm
8. Executive Session