



**Board Meeting Minutes**  
**December 17, 2025**

**Attendees:**

	<b>Board of Trustees:</b>		<b>Other Attendees:</b>
	impe beaux - Chair		x
	Michael Edwards - Treasurer		x
	Kathy Wittman - Secretary		x
	Briana Weber - Head of School		x
	Stephanie Awalt - Member at Large		x
	Claudia Reinozo - Member at large		x
	Alan McGinnis - Member at Large		x

**2:30 pm Meeting Commences**

**Vote on November Minutes:**

[https://docs.google.com/document/d/1As-Tb4uYbpM1Plsh5z367JGqWCRtHb8KtedDIFWYTnU/edit?usp=s\\_haring](https://docs.google.com/document/d/1As-Tb4uYbpM1Plsh5z367JGqWCRtHb8KtedDIFWYTnU/edit?usp=s_haring)

**Minutes approved: 2:32 pm - Briana approved; Kathy second. All approved.**

**Immediate Discussion Point:**

- <https://www.whitehouse.gov/presidential-actions/2025/09/countering-domestic-terrorism-and-organized-political-violence/>

**Old Business (10 min)**

- **Briana, Stephanie, Alan, impe will select a task management system .**
  - **For now, we will use the spreadsheet provided by Briana.**
- **Board will review onboarding packet and address lingering questions in December meeting**

- In December meeting we will generate template for task manager and select our committees and begin populating tasks for those categorized initiatives
  - [Draft created by Briana in Google Sheets](#)
- We will use the Board Task Tracker tool and see how it feels, adjust as needed.
- New Board Member Applications -
  - [Spreadsheet for Board Member applications](#)

## **New Business**

- [Proposal for Engaging Board Governance Consultant](#)
  - 2 Options
    - Option 1: Facilitating change is the focus; not available until March
      - More of on demand needs
      - Standardize training
    - Option 2:
      - Metamorphic consulting
      - Prioritize anti-bias
      - Team of 2; meet virtually or in person
      - Board training
  - Self assessment - completed first
  - Vote for options - through Discord
    - 1 vote for if we want to hire a consultant
    - 1 vote for Facilitation Change or Metamorphic Consulting

## [Head of School Report](#) (10 min)

- Awarded 50 slots, but settled on 40. Will be spending the rest of this year and next year to prepare for the opening of a new classroom
- Inclusion numbers are higher this year
- Does the board want to create a construction/site development committee?
  - Let's add this as an agenda item for text time
- Burgerville outing 12/18/2025 - Need volunteers to hang out onsite and hand out flyers to people as they come in
- Inclement weather discussion - HOS will be responsible; not a board issue
- All but one room has a parent volunteers: Pond room, but Lake room has 3 room parents, so they are helping to cover that room

## **State of Finance**

- Per Michael & Briana, in a good place
- Michael will be sending out the finance report soon
- Suggestion to form a financial aid committee
  - To go over current policy for financial aid and make a plan for the decision making process

- **Claudia is interested in joining this committee**

#### **Committee Reports (20-25 min).**

- **Put on pause until further notice**

#### **PRIORITY TASKS:**

- **Briana will send out self-assessment for board to complete by mid-January, before the next board meeting.**

**Meeting adjourned: 3:47 pm**

**For future:**

#### **Growth and Development-**

- **Is this different from the Financial Aid Committee or should Financial Aid be a subcommittee of fundraising?**
- **Working on a donation from private donor for play yard enhancement**
- **Goals for 2025-26 to guide this committee**
  - Creating this committee more officially so others can join
  - New sign in front (1k) - Alan can help!
  - Rain gear (2.2k)
  - Kindergarten sponsorships (\$13,750/year)
    - Alumni scholarship
- Look into Online Auction
- Co-Chairs identified in August.
  - Kathy Wittman
- Complete calendar

#### **Personnel Committee -**

#### **Parent Association -**

- **Goals for 2025-26 to guide this committee**
  - Identification of Room Parents with a training - in process
  - Lantern Festival - December
  - Co-Chairs identified in August
    - Briana Weber

#### **Executive Committee -**

- Decisions in between board meetings if needed

#### **Strategic Planning: currently on hold due to operational impediments**

- Co-Chairs

- Steph Awalt
- Hannah Beaux
  - Alan offered to help
  - Will have Info by October 7 meeting
- Kathy Kniep Consulting <https://kathykniep.com/> [kathy@kathykniep.com](mailto:kathy@kathykniep.com)
  - Charged NCC \$180/hr for roughly 8-10 hrs/mo “communication, preparation, facilitation”
- We can post that we need Board members on organizations we belong to.

### **Harmony Montessori School Calendar**

**Parking Lot - To discuss next time**

**Upcoming Scheduling (5-10 min)**

**Next Meeting: Wednesday December 17 at 2:30-4pm - Virtual**

**Finance Meeting: Tuesday, December 9, at 7pm - Virtual (let Briana know if you want an invite!)**

**Strategic Planning Meeting: on hold**