

**MINUTES OF PUBLIC MEETING  
OF: PAINTED DESERT  
MONTESSORI, LLC**

**DATE:** Wednesday September 30, 2020

**TIME:** 9:00 AM

**LOCATION:** Via Zoom

A public meeting of Painted Desert Montessori, LLC, was held on September 30<sup>h</sup>, 2020 virtually via Zoom. Members of the Board who were in attendance were Angela Hansen, William Brown and PDMA Administration, Maritza Kizzar. Members of the public were also present: Christian Rosario.

- I. **Call to Order:** There being a quorum, the meeting was called to order by Board Chair Angela Hansen at 9:01 AM.
  
- II. **Call to the Public:** There were no requests to address the Board.
  
- III. **Review and approve New Positions:** Governing Board Chair Angela Hansen presented the acceptance of the Leave of Absence of Cynthia Gonzalez-Executive Director to the Board. The time period for the Leave of Absence has not been determined and will be indefinitely. Angela Hansen moved that the Board approve the Leave of Absence of Cynthia Gonzalez, as presented. William Brown seconds. The motion passed unanimously with Two Yea's and Zero Nay's.

Board Member	Vote
Angela Hansen	Yea
William Brown	Yea

Governing Board Chair Angela Hansen presented that William Brown become the interim Executive Director. The time period that William Brown will be interim Executive Director has not been determined and will be indefinitely. Angela Hansen moved that the Board approve William Brown as the interim Executive Director for Painted Desert Montessori, as presented. William Brown abstained from the vote. The motion passed unanimously with One Yea, Zero Nay's and One Abstain.

Board Member	Vote
Angela Hansen	Yea
William Brown	Abstain

Governing Board Chair Angela Hansen presented the removal of Frank Yanez as the Charter Representative of Painted Desert Montessori, LLC. Governing Board Chair Angela Hansen moved that the Board approve the removal of Frank Yanez as the Charter

Representative of Painted Desert Montessori, LLC., as presented. William Brown seconds the motion. The motion passed unanimously with Two Yea's and Zero Nay's.

Board Member	Vote
Angela Hansen	Yea
William Brown	Yea

Governing Board Chair, Angela Hansen presented William Brown become the Charter Representative of Painted Desert Montessori, LLC. This would be a separate position from the position of interim Executive Director and in addition to the roles that he already holds as Statutory Agent and Manager for Painted Desert Montessori, LLC-which he is recognized as under the AZ Corporation Commission. Governing Board Chair, Angela Hansen moved that the Board approve William Brown as the Charter Representative of Painted Desert Montessori, LLC. William Brown seconds the motion. The motion passed unanimously with Two Yea's and Zero Nay's.

Board Member	Vote
Angela Hansen	Yea
William Brown	Yea

**IV. Acceptance of Resignation/Termination of Personnel as presented:** Governing Board Chair Angela Hansen discussed that 1 (one) Teacher has recently resigned from Painted Desert Montessori. The Board recognized and accepted the resignation of the individual as presented.

**V. Assignment of Auditor for SY2019-2020 Audit:** Governing Board Member William Brown discussed the selection of an Auditor for the Audit of SY 2019-2020. William discussed the sense of urgency in the matter and the importance of an Auditor that is familiar with the school and the challenges that the school has faced previously. Two other Auditors were approached but were not willing to take on other audits at this time. Marra Mann Auditors were approached and are able to perform the Audit for SY 2019-2020. William Brown moved that the Board approve Marra Mann Auditors as the Auditors to perform the Audit of SY 2019-2020, as presented. Angela Hansen seconds the motion. The motion passed unanimously with Two Yea's and Zero Nay's.

Board Member	Vote
Angela Hansen	Yea
William Brown	Yea

**VI. Approval of revisions of Staff Handbook:** Governing Board Member William Brown discussed the revisions of the Staff Handbook. Minor revisions of the Staff Handbook were made, and no major revisions were done. Procedural changes were added due to the

COVID-19 health crisis. Changes on how staff accessed the buildings and on how visitors entered the building were added. The addition of the mask mandate was added as well. Adjustments in the handbook related to COVID-19 may have to be made as COVID-19 situations are fluid. The handbook states that everything related to COVID-19 is subject to change as mandates change in the State. Angela Hansen moved to approve the Staff Handbook changes related to COVID-19. William Brown seconds the motion. The motion passed unanimously with Two Yea's and Zero Nay's.

Board Member	Vote
Angela Hansen	Yea
William Brown	Yea

**VII. Approval of revisions of Parent and Student Handbook:** Governing Board Member William Brown discussed the revisions of the Parent and Student Handbook. The Parent and Student handbook changes were minor edits and revisions. Revisions were COVID-19 related and made in order to make sure that we are in compliance in regard to COVID-19. Anything related to COVID-19 is subject to change as mandates change in the State. Angela Hansen moved to approve the Parent and Student Handbook changes related to COVID-19. William Brown seconds the motion. The motion passed unanimously with Two Yea's and Zero Nay's.

Board Member	Vote
Angela Hansen	Yea
William Brown	Yea

**VIII. Adjournment:** Angela Hansen moved to adjourn the meeting at 9:25 A.M. William Brown seconds the motion. The motion was passed unanimously with Two Yea's and Zero Nay's.

Board Member	Vote
Angela Hansen	Yea
William Brown	Yea

The next Board Meeting is scheduled for Tuesday, October 27, 2020 at 3:00 P.M.