



**Minutes
Montgomery Education Foundation
Called Board of Directors Meeting
May 25, 2021
By Video Teleconference**

Present: Dave Borden, Paul Hankins, Caroline Novak, Jay Love. Also present, Ann Sikes and Nash Campbell, of counsel.

Mr. Hankins called the meeting to order at 9:03 a.m. and asked for a voice roll call of board members present. Four out of four board members were present.

Approval of Agenda:

Mr. Hankins called for a motion to approve the agenda. Mr. Borden made a motion to approve, Mr. Love seconded the motion. The motion passed unanimously.

Approval of Minutes:

Mr. Hankins asked for a motion to approve minutes from the April 29th called board meeting. Mr. Borden made a motion to approve the minutes, Mr. Love seconded the motion which passed unanimously.

Presentation of Proposed Policies:

Mr. Campbell reviewed the following proposed policies which have been created in partnership with PLA:

- a. Enrollment Admissions Policy
- b. Student and Family Handbook
 - Attendance Policy
- c. Student Code of Conduct / Discipline Policy
- d. Suicide Threat Policy
- e. Homebound Services
- f. Special Ed Policies and Procedures
- g. Student Records and Retention Policy
- h. Board Process for Resolving Public Complaints
- i. School Calendar
- j. Personnel Policy - Employee Handbook
- k. Fiscal Policies and Procedures
- l. Confirmation of Accounting System and Personnel
- m. Safety and Emergency Plan - note - have not received copy from MPS - will adopt their plan for the building.

Mr. Love made a motion to adopt policies A – L, Mr. Borden seconded the motion which passed unanimously.

Presentation of Poplar Contract:

Ms. Sikes presented the Poplar Contract for consulting services which will continue the existing contract.

Mr. Borden made a motion to approve the Poplar Contract, Ms. Novak seconded the motion which was passed unanimously.

Nomination Committee:

Ms. Novak provided an update and recommendation from the nominating committee with a recommendation to offer Mr. Charles Jackson a seat on the MEF Board of Directors. Mr. Boden seconded the nomination which was approved unanimously.

Other Business

Ms. Sikes provided an update on the process with the Retirement System and PEEHIP accounts. All documentation has been completed and PLA is working directly with the state system.

Ms. Sikes also noted that an approved budget needs to be completed by July 1st. PLA and Chris Reynolds are working with MPS to clarify specific funding and finalize a budget which will be presented to the board for approval.

Adjournment

Respectfully submitted:



Ann M. Sikes
President.