City Garden Montessori School

Minutes

Executive Committee Meeting

Date and Time
Monday October 6, 2025 at 9:00 AM

Location
Virtual

Committee Members Present
B. Huebner (remote), J. Dixon (remote), L. Vowell (remote)

Committee Members Absent
M. Howard

Guests Present
C. Huck (remote), C. Schell (remote)

I. Opening Items

A. Welcome & check in

B. Record Attendance

C. Call the Meeting to Order

J. Dixon called a meeting of the Executive Committee of City Garden Montessori School to order on Monday Oct 6, 2025 at 9:10 AM.

II. Business Items

A. Approve Minutes

L. Vowell made a motion to approve the minutes from Executive Committee Meeting on 08-11-25.
B. Huebner seconded the motion.
The committee **VOTED** unanimously to approve the motion.

B. Updates

- Jesse shared updates on CEO evaluation process, including improvements from last year (less is more, consistently leveraging data)
- Opportunities for more board clarity on fundraising and development - Christie and Kitty to coordinate planning session in coming weeks
- Planning for board info session - share dates/approach with exec committee
- Opportunity to better explain new meeting approach to community - why, value to CG
  - Next steps - Christie to discuss with Sarah, Jesse to send out community note ahead of info session in November offering additional context

C. October Board Meeting check-in

- Jesse and Christie walked through upcoming agenda items, with reminder about committee reports due on Wed, 10.8
- Claire shared a preview of how board will engage with students on 10.24 around strategic plan

D. SY26 Board Goals: status & needs

- Hiring process - Christie shared updates, including finalizing title and job description and creating a search advisory committee; board to discuss process at Oct meeting
- Whole Child success - Christie shared update from recent conversations, noted need to calibrate on timing expectations for board and staff
- Strategic planning - Claire shared update about process, with specific focus on October strategy labs and November/December committee engagement
- Financial sustainability - Ben shared update, noting interest in engaging Michelle in developing new systems

III. Closing Items

A. Upcoming events

- Jesse to gain more clarity on board social events vis-a-vis sunshine law, will follow up on next steps

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:00 AM.

Respectfully Submitted,

J. Dixon