

Board Meeting Notes – December 19, 2025

**Treasure Village Montessori
Board of Directors Meeting Notes**

Date: December 19, 2025

Time: 5:00–7:00 PM

Location: Onsite / Virtual (Zoom)

Attendees:

Rosie Donnelly, Sharon Detweiler, Joseph Mack, Shanti Cope, Maureen McDonough, Matt Thibos, April Smith

1. Requests to Modify and/or Add to the Agenda

No requests to modify or add to the agenda were made.

2. Public Comment (5:00–5:15 PM)

- Fourth/Fifth Grade Lead Teacher addressed the Board.
 - Expressed appreciation for performance bonuses and anonymous holiday bonus donor.
 - Reported on a highly successful 4th/5th grade Science Fair, including student award highlights.
 - Shared details of upcoming 4th/5th grade spring trip to Kennedy Space Center (March 25–27). Fundraising efforts will subsidize students with financial need.
 - Board members thanked staff for student engagement and thoughtful planning of affordable field studies.
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3. Board Business & Vote

a. Financials – October

- Finance update provided.
- Cash on hand majority restricted to capital outlay.
- October FTE reported at 146; next official count scheduled for February.
- Instructional and substitute costs reviewed; no major concerns noted.
- Motion made and seconded to approve October Financials. **Motion by Rosie to approve, seconded by Sharon**

b. Minutes – October

- October meeting minutes reviewed.
- Motion made and seconded to approve October Minutes. **Motion by Rosie to approve, seconded by Shanti**

c. Principal Coaching & Professional Development

- Principal accepted into Florida Association of School Administrators (FASA) coaching cohort.
- Coaching includes bi-monthly sessions and attendance at two state conferences (registration and lodging covered).

d. Certification Update

- Florida DOE does not require charter school administrators to hold Florida Ed Leadership certification.
- Principal will focus on Montessori certification beginning summer 2026.

e. Safety and Security Cameras – Discussion

- Review of current camera system deficiencies, including timestamp issues and server configuration.
- Proposal includes system upgrade, camera repairs/additions, and migration to a dedicated server.
- Additional camera requested to monitor traffic and pedestrian area.
- Motion made and seconded to proceed with camera system upgrades and additional camera installation. **Motion by Rosie to approve, seconded by Maureen**

4. Facilities & Vote

a. Security Front Door – IFSS Alarms

- Discussion ongoing; vendor changes noted.

b. Capital Outlay

- Capital outlay underspend noted;
- Funds are restricted and must be used for facilities-related expenses.
- Board discussed need for a structured capital improvement master plan.

c. Catwalk

- Materials pending measurement; partial funding available via existing credit.

d. Roofing Follow-Up

- Roofing repairs scheduled to begin December 22 during winter break.

e. Coast Guard Fence

- No update; alternative plan discussed to replace fence portion owned by the school.

f. Hurricane Doors – Blue Horizon

- Follow-up quote pending; second vendor quote to be obtained.
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5. Finance & Vote

a. Finance Update

- Discussion on separating restricted vs. unrestricted funds for clearer reporting.

b. Budget Adjustment

- Principal to coordinate with Nancy to revise enrollment figures from 176 to 155.

c. October FTE Update

- FTE confirmed and noted.

d. Centennial Bank Signature Update

- Matt signature update in progress.

e. Holiday Bonuses

- All staff holiday bonus checks distributed on December 4.
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6. SAC

- SAC update provided by Joe.
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7. Fundraising

- Nautical Nights at Islander Resort (Nov 8) reported as very successful.
 - Development of a longer-term fundraising plan underway.
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8. Housekeeping

- Marketing initiatives discussed.
- Planning meeting scheduled for January 28 event.
- December 19 designated as a half day.
- Winter break scheduled for December 22 – January 2.