Sterling Montessori LHU Board

Finance Committee Report

February 11, 2022

**Meeting:** Thursday, February 10, 2022

**Attendees:** Kim Elliott, Betty Warren, Robert Wolfe, Josie Spreher, Carrie Smith, Lan Zhu

**HIGHLIGHTS FROM LAST MEETING**

*Action Plan/Recommendations*:

* Approval of Director of Operations position
* Approval of pay rate for current Sterling employees serving as camp leads and assistants - $30/hour for leads and $15/hour for assistants; approval for employees to be paid at their current rate
* Approval to increase camp daily rate to $50.

*Other items discussed*

* Creation of a Director of Operations position to be paid on the Directors’ Scale. Some of these duties are currently under the Executive Director and will shift to this new position. Additionally, this position will handle HR-related and Finance items.
* Open Positions – Math/Science teacher in the Middle School, MS Associate Teacher, Art Teacher
* Reviewed assistant pay for all camps to ensure that current assistants were not being paid less to assist with camps. Camp fees for students have been $45/day for over 10 years. We may need to look at increasing the daily rate.
* The titles and job descriptions in the EC Department will change to Inclusion/EC Director and Inclusion/EC Teachers. These changes do not require approval as there are already positions in place, but the way the positions exist today will be different in the future. The Inclusion/EC Director will consult with the other Directors and work with DPI on compliance issues. The Inclusion/EC Teachers will each be responsible for a different level and report to the Director of their respective level.
* Reminder to always look at the Administrative Pay Scale as the other scales are adjusted.
* Preschool applications are coming in – 7 3YO apps and 30 4YO apps ready.

Respectfully submitted February 11, 2022

*Kim Elliott*