The Marti School Board of Trustees Meeting March 5, 1963

Ruth C. Mead

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The regular meeting of the Board of Trustees of the Marti School was called to order at 4:00 p.m. Tuesday, March 5, 1963 in the Mead Conference Room.

Mrs. Robert D. Hughes, Jr., Chairman, presided.

The following members were present:

Dr. and Mrs. Fritz Marti
Mrs. Robert Hughes, Jr.
Mrs. Frederick C. Smith
Mrs. Robert S. Nevin
Mr. Charles Bridge
Mr. John Cote
Mrs. Nelson Mead
Miss Miriam Rosenthal

The February financial report was presented by Mr. Bresnahan and Mr. Sack of Touche, Niven, as Mr. Bell has been transferred to Denver.

The minutes of the February Board meeting were amended to correct the spelling of Mr. Ingler's name, and now stand as corrected.

Mrs. Hughes gave a report of the efforts made to work out an agreement with St. George's Episcopal Church with regard to the use of classroom space for the coming fall. The Vestry of St. George's turned down the request of the Marti School because in all probability the new building will not be sufficiently completed by fall - and the church offices would be too near the classrooms to ensure efficient operation of the work of the church. A modified proposal will be submitted again to St. George's and at the same time, other churches and all other possible locations will be scrutinized.

Mrs. Smith introduced the subject of professional help for a survey of the school's potential, needs and resources for the future. Dr. and Mrs. Marti offered to write to Mr. Porter Sargent.

Mrs. Nevin offered a pupil enrollment projection for 1963-1964:

Kindergarten - probably 12 to 14 pupils
First Grade - " 14 to 15
Second Grade - " 14-15
Third Grade - " 5 to 7
Fourth Grade - " 7 to 10
Fifth Grade - " 7 to 10
Sixth Grade - " 7 to 10
Eighth Grade - " 7 plus
Ninth Grade - " about 12

Active recruitment of pupils must therefore be concentrated upon the 3rd, 7th and 8th grades.

Mrs. Marti asked guidance as to teacher contracts. These conversations must begin at once. Mr. Bridge suggested that we offer our best teachers a choice between one-year and three-year contracts and it was the general feeling of the Board that the school should go ahead and engage a full staff of elementary teachers, assuming separate classes in kindergarten through sixth grade.

On the matter of the By-Laws for the Board of Trustees, Mr. Bridge asserted that they would be ready for review at the next regular meeting.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Ruth C. Mead, Secretary pro tem
The following items were presented:

- General Manager
- Director of Public Relations
- Financial Director
- Marketing Director

May 20, 1963

The following items were presented:

- General Manager
- Director of Public Relations
- Financial Director
- Marketing Director

May 20, 1963

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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<tbody>
<tr>
<td>Joe Smith</td>
<td>General Manager</td>
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<tr>
<td>Mary Robinson</td>
<td>Director of Public Relations</td>
</tr>
<tr>
<td>Tom Johnson</td>
<td>Financial Director</td>
</tr>
<tr>
<td>Jane Doe</td>
<td>Marketing Director</td>
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</tbody>
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The meeting of the Board of Directors was held at 9:00 A.M. in the Board Room.

The following agenda was presented:

1. Approval of minutes of the previous meeting.
2. Review of financial statements.
3. Discussion of marketing strategies.
4. Approval of new hires.
5. Approval of new contracts.

The meeting adjourned at 11:00 A.M.