

**Official Board of Directors
Meeting Minutes
Monday March 24, 2014**

The Official Board Meeting of New Discoveries Montessori Academy of Hutchinson, MN was called to order at 5:32 p.m. on Monday March 24, 2014.

1. Call Meeting to Order – The meeting was called to order at 5:32 p.m.
Voting members present: Shari Colvin, Betty Jodzio, Lori Krych, Vicki Hoefl. Absent: Jill Bierbaum-Rice.
Non-voting members: Chuck Herdegen, Dave Conrad, Tara Erickson.
Welcome/Introduction of Guests: Lora Dagel, Ethan Marcus, Kirsten Kinzler.
2. Spotlight Report
 - a. Special presentation – Dan DeBruyn of MN Association of Charter Schools (MACS). Mr. DeBruyn has 20 years of experience with Charter schools. He has been the MACS associate director for six months. A presentation was given to the Board covering membership information and MACS three areas of focus; public policy, leadership in charters, and community building.
 - b. E1 level representative, Ethan Marcus, shares data driven reading interventions, as well as how teaching partners are working with students to give an extra scoop, PLCs are becoming more teacher lead, and they are checking in with the leadership team after meetings. NCA students are coming over to NDMA to work with students using reading interventions. NCA students attended training with Dr. Dagel to learn these intervention strategies.
3. Agenda
MS (Lori/Betty) to approve agenda with changes: 5d. add resignation of Kathy Baysinger and approve retirement of Diane Bruemmer at end of school year, 9e. sick-leave bank, all aye.
4. Consent agenda
MS (Lori/Vicki) to approve consent agenda, all aye.
 - a. Minutes of February 20, 2014 Meeting – pulled from consent agenda and addressed as a separate item. MS (Betty/Lori). motion regarding item 8.g. should read, “Be it resolved that we find no grounds for dismissal or reassignment of either employee, and we accept the proposed improvement plan developed by the superintendent, who was the grievance compliance officer for the general harassment complaint filed on 2/9/14 by Ms. Jill Corson against another NDMA staff member. It is our understanding that the Superintendent will impose the corrective action plan...” all aye.
 - b. Minutes of March 4, 2014 Special Meeting
 - c. Submitted Committee Reports
 - d. Personnel changes – approve resignation of Jill Corson and Kathy Baysinger, retirement of Diane Bruemmer at end of school year, and approve new employments as submitted.
 - e. Board changes – accept resignation of Dick Lennes from the board
5. Financials
 - a. February Financial Statements received. The only concern raised was the cutting of the facility and equipment repair fund budget. The school should be able to meet its budget goal without reducing that fund.
 - b. MS (Betty/Lori) to receive management reports, all aye by roll call vote/motion carries.
 - c. Addressed Finance Committee February recommendations
 - d. Received ACNW 2014 Financial Evaluation.

6. Reports

- a. Superintendent's report: Superintendent, Dave Conrad, shared enrollment update; Facilities committee met with NCA director Glen Klaphake; SpEd teacher positions posted; Title I and II compliance visit on Thursday and Friday; worked on School Improvement Grant budget update; there will be additional Montessori training in May; updates on the Early Childhood/School Expansion request are being prepared for our authorizer; looking into possibility of providing transportation for some students living outside the 423 boundaries.
- b. Receipt of the 2014 School Finance Award

7. Old Business

- a. Second reading of revision of School District Budget policy #710.1P
- b. MS (Lori/Betty) to approve Marketing Committee Description, all aye.
- c. Approval of FY 2015 SWOT Statements and Strategic Plan was tabled until the April meeting to give teaching staff more time to review the documents and provide additional input.
- d. Update calendar to account for additional snow day MS Lori/Vicki to tentatively add June 5th as student contact day. Discussion - since we did not receive a recommendation from the superintendent, we may need to revisit this item. All aye.
- e. Update from nominating committee (Jill and Betty) for annual Board election. There are up to 4 positions available.
- f. MS (Lori/Vicki) to accept the recommendation from the superintendent to hire Mrs. Kirsten Kinzler to provide administrative support for 3/5th time at a rate of \$3250/month (equivalent to \$65,000/year fte) with no benefits for the interim to not extend beyond August 1, all aye. MS (Betty/Lori) to reopen the position of Director of Curriculum/Principal based on criteria from MDE with a start date of no later than August 1st, all aye.

8. New Business

- a. MS (Betty/Lori) to approve continued participation in Reading Corps – NDMA has been awarded 1.5 tutors for the 2014-2015 school year, all aye.
- b. MS (Lori/Betty) to approve transportation of students by District 423 for the 2014-2015 school year, all aye.
- c. MS (Lori/Betty) to approve grant submissions of \$800 for a MathCounts and Math Masters grant from 3M, \$2000 for the Target Early Childhood reading grant, and \$2000 for Target Grant for Arts, Culture and Design in schools, all aye.
- d. MACS membership was considered. The budget does not allow for joining at this time. The possibility of MACS membership will be revisited in the future.
- e. MS Lori/Betty for creating an opportunity for staff to contribute 2 of their sick days to a bank for staff to draw from for spring 2014, discussion had, all aye. Discussion – the policy/governance committee will consider creating a policy to address this as an ongoing option.

9. Upcoming Meetings/Events/Announcements

- a. Next board meeting, April 21, 2014 – 5:30 p.m.
- b. NDMA Annual Meeting, April 21, 2014 – 6:30 p.m.
- c. Technology Committee Meeting
- d. Joint Facilities Committee Meeting
- e. Finance Committee Meeting, April 14, 2014 – 1:00 p.m.
- f. Marketing Committee Meeting
- g. Policy/Governance Committee Meeting, April 7, 2014 – 3:30 p.m.

10. Adjournment at 7:32 p.m.

Respectfully submitted,
Tara Erickson