

**Official Board of Directors
Meeting Minutes**

Monday, June 23, 2014 and Wednesday, June 25, 2014

The Official Board Meeting of New Discoveries Montessori Academy of Hutchinson, MN was called to order at 5:30 p.m. on Monday June 23. The meeting was held at New Discoveries Montessori Academy, Hutchinson, MN.

1. Call Meeting to Order – The meeting was called to order at 5:35 p.m. Quorum not met.
Voting members present: Betty Jodzio, Shari Colvin. Absent: Jill Bierbaum-Rice, Lori Krych, Vicki Hoeft.
Non-voting members: Kirsten Kinzler, Chuck Herdegen, Tara Erickson. Absent: Dave Conrad.
Welcome/Introduction of Guests: Lora Dagele
2. Spotlight Report
 - a. School Improvement Grant update: Dr. Lora Dagele shared the OGAN (Official Grant Award Notification) was received with a budget of \$467,000. She shared the changes/differences between the second and third year grant. The third year grant is about sustainability and no new programs or training costs will be covered by the grant.

Board chair, Colvin called a recess with the meeting to reconvene on Wednesday, June 25 at 1p.m.

The Official Board Meeting of New Discoveries Montessori Academy of Hutchinson, MN was called back to order Wednesday, June 25 at 1:08 p.m.

Voting members present: Shari Colvin, Betty Jodzio, Jill Bierbaum-Rice. Absent: Vicki Hoeft, Lori Krych.

Non-voting members present: Dave Conrad, Tara Erickson, Kirsten Kinzler. Absent: Chuck Herdegen.

Guests: Carrie Cannon and friend, Rosine Hermodson-Olsen, Susan Kubasch.

Carrie Cannon read a personal letter from herself to the NDMA Board regarding her husband's employment at NDMA.

3. MS (Bierbaum-Rice/Jodzio) to approve agenda, all aye.
4. MS (Bierbaum-Rice/Jodzio) to approve consent agenda, discussion as noted below, all aye.
 - a. Minutes of May 19, 2014 Meeting
 - a. Submitted Committee Reports
 - b. Personnel changes – approve resignation, dismissal and new employments as submitted. Specific personnel qualifications and compensation for new hires were discussed. Request was made to have interviews for Director of Curriculum and Instruction/Principal position scheduled for the week of July 14th for hiring.
5. Financials
 - a. Received May financial statements.
 - b. MS (Jodzio/Colvin) to approve May expenditures and receipts report. There were no unexpected receipts or expenditures. Roll call vote, motion carries.
 - c. MS (Jodzio/Colvin) to approve FY 2014 revised budget and to approve FY 2015 preliminary budget. The numbers to date indicate the FY 2014 ending general fund balance will exceed the board goal of \$38,180, and the FY 2015 preliminary budget shows the ending balance to significantly exceed the board goal of \$60,000. Roll call vote, motion carries.
6. Reports

- a. Board Appointed Administrator – Superintendent Conrad gave his current report to the Board. (See attached Superintendent’s Report).

7. Old Business

- a. MS (Bierbaum-Rice/Jodzio) to approve Q comp annual report, all aye.

8. New Business

MS (Bierbaum-Rice/Jodzio) to approve or acknowledge items 8.a. – i. as appropriate. Superintendent Conrad had covered information on all contracts and agreements in his report. All aye.

- a. Approved receipt of School Improvement Grant Official Grant Award Notification
- b. Approved Lease Aid Application
- c. Approved Renewal of AMS Membership
- d. Approved contract for RN health services through McLeod County Public Health
- e. Acknowledged receipt of signed agreements for Food Service with local childcare/preschool centers
- f. Approve contract for Psychological Assessment Services
- g. Acknowledged receipt of signed agreement with Greater MN Family Services for mental health services
- h. Acknowledged receipt of signed agreement Schlenner, Wenner & Co for audit of financial statements services
- i. Approved contract with West Metro Learning Connections for Autism Spectrum Disorder assessments and services
- j. MS (Bierbaum-Rice/Jodzio) to approve first reading of Sick Leave policy and forms #411P and 411F, all aye.
- k. 2:43 p.m. closed the meeting as permitted by MN Statute 13D.05 Subd. 3(a) for consideration of personnel issues related to annual Superintendent Evaluation
- l. 3:07 p.m. meeting reopened
- m. It was noted Superintendent Conrad met board expectations on the 2013-14 improvement plan and received a rating of proficient on the FY 2014 evaluation with input from Board and staff. MS (Bierbaum-Rice/Colvin) to give a vote of confidence to Dave Conrad and renewal of employment contract as Superintendent (and additional titles as designated in the School Improvement Grant) for a term of whichever is shorter, the hiring of a Director of Curriculum and Instruction or one fiscal year. When a Director of Curriculum and Instruction is hired, Conrad’s title will change to Director of Operations and the contract will be revised to note the change in title. The board secretary will write and deliver a letter to the superintendent regarding the board action. All aye, motion carries.

9. Upcoming Meetings/Events/Announcements

- a. Next board meeting, July 21, 2014 – 5:30 p.m.
- b. Technology Committee Meeting
- c. Joint Facilities Committee Meeting
- d. Finance Committee Meeting, July 14, 2014 – 1:00 p.m.
- e. Marketing Committee Meeting
- f. Policy/Governance Committee Meeting, July 14, 2014 – 3:30 p.m.
- g. Strategic Plan Update, July 16, 2014 – 4:00 p.m.

10. Adjournment at 3:12 p.m.

Respectfully submitted,
Tara Erickson