



1000 Fifth Avenue SE, Hutchinson, Minnesota 55350 320.234.6362(w) 320.234.6300(f) www.newdiscoveries.org

Official Board of Directors

Meeting Minutes

Monday, March 19, 2018

The Official Board Meeting of New Discoveries Montessori Academy of Hutchinson, MN 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.

Voting members present: Tara Oberg, Patrick Selchert, Peggy Enerson, Shari Colvin, Jennie Pirnie, Patti Cogley, Amanda Sundblad. Absent: Tony Ashwill, Lisa Rahkola

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

2. Guests: Erin Anderson from ACNW, Sandy Prieve, Kari Rettig, Laura Stuber, Kristen Milton, Michelle Nonnemacher, Tammy Maiers, Lois Tritz, Jim Houseman, Spencer Kangas, Betsy Christian, Chris La Plante, Katy Snider
3. Spotlight Report – none
4. Agenda – MS (Selchert/Sundblad) to approve the agenda, all aye; motion carries.
5. Consent agenda – MS (Colvin/Pirnie) to approve the consent agenda with personnel changes being resignation of Lisa Iversen-Williams, Prep Cook, all aye; motion carries.
 - a. Minutes of February 19, 2018 Board Meeting
 - b. Submitted Committee Reports
 - c. Personnel changes – approve resignation, dismissal and new employments as submitted.
6. Financials
 - a. Received February 2018 financial statements – the budgeted projected fund balance for the year was originally negative, but is now positive. The finance committee looks at the percent expended at a very detailed level.
 - b. MS (Sundblad/Cogley) to approve February 2018 expenditures and receipts report, discussion was that there was nothing unexpected. Roll call vote unanimous; motion carries.
7. Reports
 - a. Executive & Associate Directors – please see the attached report.
 - i. Environmental Education Update – Composting school lunch waste is going well, the kids are enjoying it. Tim Kinzler is keeping track of garbage levels going down, and Rahkola is working on kids going out to the farm to see what is happening to with their compost waste.
 - ii. Academic Testing and Achievement Update – K. Kinzler reported on NWEA Map growth reports. 90% of the students tested in the winter session increased their scores relative to their fall scores. Professional Learning Communities (PLC) are breaking down the data to determine student groups and interventions.
 - iii. Enrollment Update shows that enrollment is steady, NDMA is at full capacity with a waiting list.

- iv. Activities and Happenings related to the school, staff, students, families, community – there will be four classrooms to service 6th grade students next year.
 - v. NDABC Update – see Executive director report – The USDA assists non-profits in communities with populations under 17,000 with financing – the USDA is backing the loan to the NDABC.
 - vi. The property tax bill is moving forward in the state senate. Conrad continues to provide input at legislative hearings regarding charter schools paying property taxes on their buildings if buildings are owned by for-profit entities.
 - b. Board Activities – Next steps for FY19 Strategic Plan – Kinzler will get all of the data from the all staff/board identified SWOT opportunities and weaknesses solution-finding session to Colvin who will compile the data for continuing work on the FY19 Strategic Plan.
8. Old Business – none
9. New Business
- a. MS (Colvin/Cogley) to approve submission of a Hutchinson Health Foundation grant in the amount of \$9,971.39 to remodel spaces and purchase equipment to support the occupational and physical therapy needs of students enrolled at NDMA, roll call vote unanimous; motion carries.
 - b. MS (Sundblad/Enerson) to approve submission of federal expansion/replication grant – NDMA has been designated as a high quality charter school and is eligible to submit a proposal for a federal expansion/replication grant, roll call vote unanimous; motion carries.
 - c. MS (Pirnie/Enerson) to approve changes as stated by Colvin on the review of policies 102P - Equal Educational Opportunity, 203P – Operation of NDMA Board, 205P - Open Meetings & Closed Meetings, 210.1P Conflict of Interest, 213P – School Board Committees, 304P - Executive Compensation, all aye; motion carries.
 - d. MS(Colvin/Pirnie) to approve combining the two policies and adding whistleblower to the title of policies 103.1P – Whistleblower and 440P – Reporting Unethical Illegal Activity, all aye; motion carries.
 - e. Received ACNW Website Compliance review – the review was favorable.
 - f. Accepted & Discussed the ACNW Governance Review and Website Compliance document – recommend the policy/governance committee set up a time to dialogue with Dan Jett regarding the document.
 - g. Accepted Nominating Committee Recommendations – Tara Oberg as parent representative, Lisa Rahkola as teacher representative, Tony Ashwill as parent representative, Peggy Enerson as teacher representative.
 - h. Approve preliminary FY19 School calendar – tabled until April meeting.
10. Upcoming Meetings/Events/Announcements
- a. Next board meeting, April 16, 2018 – 5:30 p.m.
 - b. Finance Committee Meeting, April 9, 2018 – 1:00 p.m.
 - c. Policy/Governance Committee Meeting, April 9, 2018 – 2:00 p.m.
 - d. Annual Meeting, April 16, 2018 – 3:30 p.m.
 - e. Strategic Planning work session, May 21, 2018 – 4:00 p.m.
11. Adjournment 6:32 p.m.

Respectfully submitted,
Tara Erickson



1000 Fifth Avenue SE, Hutchinson, Minnesota 55350
www.newdiscoveries.org

320-234-6362, phone
 320-234-6300, fax

**Executive Director Report for NDMA's Board of Directors – Dave Conrad
 Monday, March 19, 2018**

1. Enrollment for 2017-2018

As of today, the following numbers reflect enrollment:				<u>last month</u>	<u>current</u>
a.	3 years			12	
b.	4 years			24	
			<u>preschool total:</u>	36	36
c.	Kindergarten			23	
d.	First grade			20	
e.	Second grade			21	
f.	Third grade			31	
g.	Fourth grade			20	
h.	Fifth grade	34	1		
i.	Sixth grade	16	2	<u>school-age total:</u>	<u>168</u>
				204	204

2. Safety Meeting

- I hosted a conversation for community leaders on the topic of safety Tuesday, February 20th. 23 people showed up, representing Hutchinson Police Department, McLeod County Social Services, McLeod County Public Safety, McLeod County Sherriff's Department, Hutchinson Public Schools, Parochial Schools, Several Mental Health clinics, and Several Churches. We discussed the following four points during the hour-and-a-half meeting (and the conversation that followed well beyond the meeting): 1) What are we (as a community) doing to address the mental health needs represented by the students and families we serve? 2) What collaborative efforts are currently in place regarding serving the needs of children and families: 3) What – explicitly – are we doing to address safety in our schools? 4) What are we missing?



- The response was such that the group (and a few more) will meet again Tuesday, March 20th at 8 a.m. in our conference room. Tomorrow's questions include: 1) Did our last conversation result in constructive conversation in your setting/workplace?; 2) Did our last conversation result in action on your part to implement something new or to implement something in a different way? 3) Where can/should the spiritual and mental health supports in our communities intersect? 4) What can/should we be doing to engage families constructively in honest dialogue about their role in nurturing mental and spiritual health? 5) What are we missing? (Same question that was asked last time.)

3. Teacher Observations/Evaluations

- I am a little better than halfway through the second round of teacher observations/evaluations. It has been more difficult than I imagined to complete all of them prior to Spring Break. Therefore, I will finish the remaining observations/evaluations the first week of April.
- *Round three* will begin on schedule, the week of April 16th.

4. Grow Our Own

- I represented New Discoveries Montessori Academy at two recent meetings (February 15th, and March 8th) sponsored by Southwest Initiative Foundation. Community leaders from the Hutchinson area discussed ways to meet the needs of children, youth and families. There was an article in the March 14th issue of the Hutchinson Leader that provides some detail of the March 8th meeting.

5. NDABC Update

- No closing date yet; we are probably within 30 to 45 days of a closing date.
- TRJR agreed to a 4.8 million dollar purchase price, rather than \$5,000,050.00.
- Chuck is working with USDA to complete their requirements