



New Discoveries

Montessori Academy

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Official Board of Directors

Meeting Minutes

Monday, March 23, 2020

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 5:32 p.m.

Voting members present via Zoom Video Conferencing: Peggy Enerson, Tara Oberg, Patti Hoerner, Shari Colvin, Amanda Sundblad, Patrick Selchert, Spencer Kangas.

Non-voting members: Dave Conrad, Tara Erickson, Kirsten Kinzler, Dustin Reeves.

2. Guests: Tamara Polzin, E3 teacher NDMA.
3. Spotlight Report – none
4. Agenda – MS (Hoerner/Enerson) to approve the agenda; roll call vote unanimous; motion carries.
5. Consent agenda – MS (Colvin/Sunblad) to approve the consent agenda, roll call vote unanimous; motion carries.
 - a. Minutes of February 24, 2020 Meeting
 - b. Submitted Committee Reports
6. Financials
 - a. Received February 2020 financial statements – Reeves reported the current estimated general fund surplus for the fiscal year is \$44,650. He stated that we are right on track with revenue and expenses for the year.
 - b. MS (Oberg/Hoerner) to approve February 2020 supplemental information report – nothing in report to raise questions, roll call vote unanimous; motion carries.
7. Reports
 - a. Executive & Associate Directors – please see attached reports.
 - i. Personnel changes – no personnel changes to note this month
 - ii. Strategic Plan Update – the current situation will affect some of the goals.
 - iii. Environmental Education Update – nothing to note at this time
 - iv. Academic Testing and Achievement Update – may not have MCA testing this year – questions as to ripple effect including q-comp goals.
 - v. Enrollment Update
 - vi. Legislative Update
 - vii. Activities and Happenings related to the school, staff, students, families, community – families are appreciative of support and meals. The school is working on supplying families without required technology attain it for distance learning as needed.
 - b. Board Activities
 - i. Board topics – Discuss MDE’s denial of the change in Authorizer request – Conrad shared a couple of letters from the MDE commissioner as it relates to the school’s change in authorizer request. He also shared a letter written by attorney Craig Kepler in response to the first letter

from the commissioner. Brad Blue and David Peterson, of MOChA, are going through the rubric to address the concerns articulated by MDE regarding the change in authorizers.

8. Old Business

- a. Second reading of policies 307P - Emergency or Short Term Administrator Succession Plan, 308P - Hiring a Board Appointed Administrator – suggested clarifications and grammatical errors were noted.
- b.

9. New Business

- a. MS (Colvin/Hoerner) to increase line of credit by an additional \$200,000 – the additional funds are needed based on how we are being paid back by the state. State special education payments are behind what is needed and should catch up in May. Roll call vote unanimous; motion carries.

10. Upcoming Meetings/Events/Announcements

- a. Annual meeting, April 20, 2020 – 3:30 p.m.
- b. Next board meeting, April 20, 2020 – immediately following annual meeting
- c. Finance Committee Meeting, April 13, 2020 – 12:00 p.m.
- d. Policy/Governance Committee Meeting, April 13, 2020 – 1:00 p.m.

11. Adjournment 6:04 p.m.

Respectfully submitted,

Tara Erickson



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Executive Director Report for NDMA's Board of Directors – Dave Conrad, Monday, March 23, 2020

1. Employment Report

- There were no resignations, reassignments or hires since our February meeting.
- Administratively, we have several questions surrounding legitimate protocol regarding staff attendance, compensation, payroll and state and federal programs that will influence our bottom line during the COVID-19 pandemic. We will keep you posted as we receive pertinent clarification in this regard.

2. School Meal Program

- Ludmila, kitchen staff, Teaching Partners, Teachers and Administrators have delivered approximately 1,500 meals since last Wednesday. Labraaten Company drivers have been driving seven routes to deliver the meals. We deliver one breakfast and one lunch each day for any NDMA family who would like to receive the meals.

3. Distance Learning

- Teachers and Administrators collaborated last week to begin the process of developing Distance Learning plans for all NDMA students. It didn't take long before the conversation and research led to plans taking shape. What came next was the organizing of learning materials that would support the learning plans. Since some of our families do not have access to internet, or do not have technology, the plans are not limited to online learning.
- We will make technology available to those families who need it.
- We will begin delivering Distance Learning materials and lessons Monday, March 30th.

4. Change in Authorizer

- Unfortunately, in the midst of everything, Minnesota's Commissioner of Education found time to write two letters to us last week. The first is suggesting that NDMA and NDABC have behaved inappropriately by "NDMA (providing) a loan to its affiliated building corporation (ABC)." The concept of loan was propagated by ACNW in their renewal evaluation document. The second letter said, "the Minnesota Department of Education (MDE) is unable to approve the CIA request at this time." They list several deficiencies in the letter and a review rubric.



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- I will attach copies of both letters to the email that accompanies this report. I will also attach a letter attorney Craig Kepler wrote Commissioner Ricker, et al in response to the first letter.
- Brad Blue and David Peterson, of MOChA, are going through the rubric to address the concerns articulated by MDE. David will schedule a meeting with Commissioner Ricker, et al, at their convenience, to share their response. They have until midnight April 6th to address the concerns.

5. Line of Credit for NDABC

- I met with Jeremy Watzke, of CenBank, last week to begin the process of applying for a line of credit for NDABC. The intent is to make sure NDABC has the wherewithal to reimburse NDMA for the remodel costs mentioned in the first letter from the commissioner, should MDE force the issue.