



New Discoveries *Montessori Academy*

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Official Board of Directors

Meeting Minutes

Monday, May 16, 2022

The Official Board Meeting of New Discoveries Montessori Academy of Hutchinson, MN was held at New Discoveries Montessori Academy, Hutchinson, MN and Electronically via Zoom due to pandemic.

1. Call Meeting to Order – The meeting was called to order at 5:31 p.m.
Voting members present: Meytal Stancek, Spencer Kangas, Chris LaPlante, Patti Hoerner, Shari Colvin, Amanda Sundblad. Absent: Patrick Selchert
Non-voting member present: Dave Conrad
2. Guests: Dustin Reeves, business manager
3. Spotlight Report – none at this meeting.
4. Agenda – MS (Stancek/La Plante) to approve the agenda no additions, roll call vote taken; motion carries unanimously.
5. MS (Hoerner/Sundblad) to approve the consent agenda with formatting change on the finance committee minutes to correct the split statement and date correction on the policy/governance minutes, roll call vote taken; motion carries unanimously.
 - a. Minutes of April 25, 2022 Meeting
 - b. Submitted Committee Reports
6. Financial Reports
 - a. Received April 2022 financial statements – it was noted that payments for snowplowing were placed in the wrong category and would be corrected.
 - b. MS (Kangas/Hoerner) to approve the April 2022 supplemental information report – this month’s report includes purchase of school van, roll call vote taken; motion carries unanimously.
7. Reports
 - a. Executive & Associate Directors
 - i. Personnel changes – resignations, Beatrice Davis, dismissals, reassignments, and new employments
 - ii. Strategic Plan Update
 - iii. Environmental Education Update
 - iv. Academic Testing and Achievement Update – currently NWEA testing
 - v. Enrollment Update
 - vi. Activities and Happenings related to the school, staff, students, families, community
 - b. Board Activities –
Received NDMA_FY21 Academic Performance Evaluation
Received NDMA_Exhibit G_Academic Goals_Draft

Due to lack of valid MCA scores because of the COVID disruptions to school, NDMA received a 2-year extension on our current contract with Osprey Wilds. With this extension, we will need to update our academic goals.

Board Training – Board members are to select and complete Brian Carpenter webinar sessions most helpful in carrying out their position(s) as a board member.

8. Unfinished Business

- a. None at this time.

9. New Business

- a. MS (Hoerner/La Plante) to approve Kirsten Kinzler as an authorized signer on accounts with Citizens Bank and Trust, Hutchinson, MN, roll call vote taken; motion carries unanimously.
- b. MS (finance committee) to approve contract with Kraus-Anderson (our medical, dental insurance) for Virtual HR services, discussion was had about why – staff insurance and HR services, roll call vote taken; motion carries unanimously.
- c. MS (La Plante/Stancek) to approve revised descriptions for Finance, Facilities and Policy/Governance Committees, Colvin read through the changes to these committees, roll call vote taken; motion carries unanimously.
- d. MS (Hoerner/Kangas) to approve description for Administrator Review Committee – Colvin shared description with members. Corrections/changes need to be made - tabled until next meeting.
- e. MS (Stancek, Hoerner) to approve revised policy 213P- School Board Committees – the revisions include the additions of building committee and administrator review committee as standing board committees, roll call vote taken; motion carries unanimously.

10. Upcoming Meetings/Events/Announcements

Announcement: Much heartfelt thanks to Dave Conrad for his labor of love to serve New Discoveries Montessori Academy since its beginnings.

- a. Next board meeting, Monday, June 20, 2022 – 5:30 p.m.
- b. Finance Committee Meeting, June 13, 2022 – 11:45 a.m.
- c. Policy/Governance Committee Meeting – TBD

11. Adjournment 6:59 p.m.

Respectfully submitted,

Tara Erickson
Recorder