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## Official Board of Directors

### Meeting Minutes

Monday, August 15, 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.

1. Call Meeting to Order – The meeting was called to order at 4:33 p.m.  
Voting members present: Chris La Plante, Spencer Kangas, Patti Hoerner, Deanna Boettcher, Patrick Selchert, Tim Dezelske.  
Absent: Meytal Stancek, Shari Colvin.  
Non-voting member present: Kirsten Kinzler, Director, Tara Erickson, recorder.
2. Guests: Peggy Enerson, NDMA CH Teacher, Anna Frank, NDMA Curriculum, Instruction, and Assessment Specialist.
3. Spotlight Report – none this month.
4. Agenda – MS (Kangas/Hoerner) to approve the agenda with addition to new business, c. NDMA substitute rates, roll call vote taken; motion carries unanimously.
5. Board of Directors Code of Ethics was read by board chair Dezelske
6. MS (Selchert/La Plante) to approve the consent agenda roll call vote taken; motion carries unanimously.
  - a. Minutes of July 18, 2022 Meeting
  - b. Submitted Committee Reports
    - i. Finance Committee met on August 8<sup>th</sup>, 2022
7. Financial Reports
  - a. Received July 2022 financial reportsMS (Kangas/Hoerner) to approve July 2022 supplemental information report, roll call vote taken; motion carries unanimously.
8. Reports
  - a. Executive Director - see attached reports
    - i. Personnel changes: resignations – Tamara Polzin, Melissa Wilson, Kalby Davis, dismissals, reassignments, and new employments – Audri Erickson, teaching partner, April Mickolichek, teaching partner, Jane Klement, teaching partner, Cassandra Brausen, teaching partner, Michelle Stevens Martig, E3 Teacher.
    - ii. Strategic Plan Update:
    - iii. Environmental Education Update: no information at this time

- iv. Academic Testing and Achievement Update: MCA's are embargoed right now, NWEA will be administered in September
  - v. Enrollment Update: enrollment is strong at this time with a waiting list in 5 grade levels.
  - vi. Activities and Happenings related to the school, staff, students, families, community: Saturday we are sponsoring Kid's Day at the McLeod Co. Fair. Our back-to-school Open House is on Thursday night this week.
- b. Board Activities – Continue work on Strategic Plan Goals

9. Unfinished Business

- a. Approve FY23 School Health Agreement with McLeod County Public Health – tabled.
- b. MS (Kangas/Boechtter) to approve position descriptions for administrative positions, roll call vote taken; motion carries unanimously.

10. New Business

- a. MS (Hoerner/La Plante) to approve Organizational Structure document for administrative positions, roll call vote taken; motion carries unanimously.
- b. Board discussed Osprey Wilds Board Meeting Observation, required follow up is completed.
  - i. April 2022
  - ii. June 2022
- c. MS (Dezelske/Hoerner) to approve NDMA Substitute rates for FY23, \$14.00 for subs for TP and office, \$130/day for teacher subs, roll call vote taken; motion carries unanimously.
- d. MS (Hoerner/La Plante) to Renew MACS monthly membership, Kinzler shared details of the membership and ways that they represent charter schools, roll call vote taken; motion carries unanimously.

11. Upcoming Meetings/Events/Announcements

- a. Next board meeting, September 19, 2022 – 5:30 p.m.
- b. Finance Committee Meeting, September 12, 2022 – 12:00 p.m.
- c. Policy/Governance Committee Meeting, TBD
- d. Facility Committee Meeting, TBD
- e. NDMA Open House, Thursday August 18, 2022 – 5:30-7:30 p.m.
- f. NDMA Sponsorship of McLeod County Fair Kids' Day activities, August 20, 2022

12. Adjournment 5:17 p.m.

Respectfully submitted,

Tara Erickson  
Recorder