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Official Board of Directors

Meeting Minutes

Monday, February 27, 2023 – 5:30 p.m.

on site at NDMA and Electronically via Zoom due to pandemic – some board members may participate via interactive technology (Contact tara.erickson@newdiscoveries.org for full board packet or Zoom link information)

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 5:34 p.m.

Voting members present: Meytal Stancek, Shari Colvin, Tim Dezelske, Spencer Kangas, Chris La Plante, Patti Hoerner, Deanna Boettcher (via zoom), Patrick Selchert (via zoom).

Absent: none

Non-voting member present: Kirsten Kinzler, Director

Tara Erickson, Recorder

Dustin Reeves, Business Manager - absent

2. Guests: Ashley Estis from Osprey Wilds
3. Spotlight Report – Ashley Estis from Osprey Wilds was onsite today for a visit. She said she enjoys seeing how different schools do their own thing. It sounds like she had a nice visit.
4. Agenda – MS (Dezelske/Hoerner) to approve the agenda with addition of Ashley Estis to our spotlight report, 9.b.vii Policy 702P Purchasing and Procurement, 9.c. Strategic Plan approval, roll call vote taken; motion carries unanimously.
5. MS (Dezelske/Colvin) to approve the consent agenda, roll call vote taken; motion carries unanimously.
 - a. Minutes of January 23, 2023 Meeting
 - b. Submitted Committee Reports
 - i. Financial Committee met on February 21, 2023
 - ii. Policy/Governance Committee met on February 21, 2023
6. Financial Reports
 - a. Received December 2022 financial report.
 - b. MS (Dezelske/La Plante) to approve December 2022 supplemental information report, monthly expenses looked normal, roll call vote taken; motion carries unanimously.
Received the FY 2022 Financial Audit.
7. Reports
 - a. Executive Director
 - i. Personnel changes – resignations, dismissals, reassignments, and new employments: no changes.
 - ii. Strategic Plan Update – Kinzler went over the smart goals, addition of goal for MS plan by June 30th by Admin and MS staff.

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- iii. Environmental Education Update - the Environmental and Literacy data will be collected and reviewed at the March meeting.
 - iv. Academic Testing and Achievement Update – NWEA and FAST assessments have been completed.
 - v. Enrollment Update – our numbers are down a little but steady.
 - vi. Activities and Happenings related to the school, staff, students, families, community – Puffin fundraiser started today schoolwide, this is Montessori Education week with activities planned for all, March 2nd there are 2 performances of the musical play “A Little Bit of Magic”.
- b. Board Activities
- i. Continue work on Strategic Plan Goals –
 - ii. Board Training - *The Seven Outs* by Brian Carpenter
 - 1. Discuss Part Four: Write Out
 - iii. Sounding Board: Teacher and Staff Retention

8. Unfinished Business

9. New Business

- a. Received the Osprey Wilds Site Visit Feedback
- b. MS (Dezelske/Colvin) to review and approve the following Policies i., iii., iv., v., vi.,vii.: roll call vote taken; motion carries unanimously.
 - i. 605P – Dress Code Policy, anywhere inside the building outside of the classroom – tabled
 - ii. 609P – Religion Policy
 - iii. 612-1P – Parent Involvement Policy
 - iv. 616P – School District System Accountability Policy
 - v. 701.1P School District Budget Policy
 - vi. 701.2P Fund Balance Policy
 - vii. 702P Purchasing and Procurement revised policy
- c. MS (Dezelske/Stancek) to approve the Strategic Plan, roll call vote taken; motion carries unanimously.

10. Upcoming Meetings/Events/Announcements

- a. Next board meeting, March 20, 2023 – 5:30 p.m.
- b. Finance Committee Meeting, March 13, 2023 – 11:45 a.m.
- c. Policy/Governance Committee Meeting, tbd
- d. Facilities Committee Meeting, March 20, 2023 - 4:00 p.m.
- e. Administrative Review Committee, March 20, 2023 – 4:00 p.m.
- f. Annual Meeting/Board Election coming up in April – Nomination Committee, Dezelske/Hoerner.

11. Adjournment 6:22 p.m.

Respectfully submitted,

Tara Erickson
Recorder