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Official Board of Directors

Meeting Minutes

Monday, March 20, 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 5:30 p.m.

Voting members present: Meytal Stancek, Shari Colvin, Tim Dezelske, Spencer Kangas, Chris La Plante, Deanna Boettcher, Patrick Selchert.

Absent: Patti Hoerner

Non-voting member present: Kirsten Kinzler, Director

Tara Erickson, Recorder

Dustin Reeves, Business Manager - absent

2. Guests: Anna Frank, NDMA Dir. Curriculum and Instruction
3. Spotlight Report – Anna Frank shared with the board the possibility of e-learning at NDMA in the future. We are able to do up to 5 days a year. The ‘Blizzard Bag’ option for lower and upper elementary with internet and no-internet options.
4. Agenda – MS (Dezelske/Boettcher) to approve the agenda with additions to New Business 9.b. Review and approve FY23 calendar changes, 9.c. e-learning, 9.d. amend administrative review committee membership, all aye; motion carries unanimously.
5. MS (Dezelske/Stancek) to approve the consent agenda, all aye; motion carries unanimously.
 - a. Minutes of February 27, 2023 Meeting
 - b. Submitted Committee Reports
 - i. Financial Committee met on March 13, 2023
6. Financial Reports
 - a. Received the February 2023 financial report, Kangas gave a summary of the report.
 - b. MS (Dezelske/LaPlante) to approve February 2023 supplemental information report, discussion was had about the ERC updates, the report looks good, roll call vote all aye; motion carries unanimously.
7. Reports
 - a. Executive Director
 - i. Personnel changes – resignations – Melanie Schiroo and Kathy Peters, paraprofessionals, dismissals, reassignments, and new employments – David DeMenge, paraprofessional.
 - ii. Strategic Plan Update - goals
 - iii. Environmental Education Update - tabled until the April meeting
 - iv. Academic Testing and Achievement Update –
 - v. Enrollment Update – holding steady

Providing a quality, comprehensive public education within a Montessori context

- vi. Activities and Happenings related to the school, staff, students, families, community – preschool open house is March 25th, in April NDMA will have representatives at the mall for – We Care About Kids Day.
 - b. Board Activities
 - i. Board Training - *The Seven Outs* by Brian Carpenter
 - 1. Discuss Part Five: Carry Out
8. Unfinished Business
- a. MS (Dezelske/Selchert) review and Approve 605P – Dress Code Policy, all aye; motion carries unanimously.
9. New Business
- a. MS (Dezelske/La Plante) to review and Approve Calendar for 2023-2024, all aye; motion carries unanimously.
 - b. MS (Dezleske/Colvin) to review and approve FY23 calendar changes, all aye; motion carries unanimously.
 - c. MS (Dezelske/Boettcher) to approve an e-learning plan procedure for FY24 to present to staff, all aye; motion carries unanimously.
 - d. MS (Colvin/) to amend the structure of the administrative review committee, making it 3 parent and/or community board members, all aye; motion carries unanimously.
10. Upcoming Meetings/Events/Announcements
- a. Annual Meeting/Board Election April 17 – 3:30 p.m.
 - b. Next board meeting, April 17, 2023 – 4:30 p.m.
 - c. Finance Committee Meeting, tbd.
 - d. Policy/Governance Committee Meeting, tbd.
 - e. Facilities Committee Meeting, May 15, 2023 – 4:30 p.m.
 - f. Administrative Review Committee, tbd
11. Adjournment 6:23 p.m.

Respectfully submitted,

Tara Erickson
Recorder