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**Draft Official Board of Directors**

**Meeting Minutes**

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**Meeting Minutes**

Monday, April 17, 2023 – 4:30 p.m.

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 4:18 p.m.

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

Absent: none

Non-voting member present: Kirsten Kinzler, Director  
Tara Erickson, Recorder  
Dustin Reeves, Business Manager

1. Guests: Emily Edstrom Moore, authorizing specialist from Osprey Wilds.
2. Spotlight Report – Ms. Edstrom Moore from Osprey Wilds shared that she is here to do a regular observation and she was glad to be able to be here for our annual meeting and see the support of our NDMA families.
3. Agenda – MS (Dezelske/La Plante) to approve the agenda with noting of 9.d. to be clarified, all aye; motion carries unanimously.
4. MS (Dezelske/Selchert) to approve the consent agenda, all aye; motion carries unanimously.
   1. Minutes of March 20, 2023 Meeting
   2. Submitted Committee Reports
      1. Administrative Review Committee met on March 20, 2023
      2. Financial Committee met on April 12, 2023
      3. Policy/Governance Committee met on April 12, 2023
5. Financial Reports
   1. Received March 2023 financial report
   2. MS (Dezelske/Stancek) to approve March 2023 supplemental information report, no frivolous spending noted, roll call vote taken, motion carries unanimously.

1. Reports
   1. Executive Director – see director’s report for updates.
      1. Personnel changes – resignations, dismissals, reassignments, and new employments: none at this time.
      2. Strategic Plan Update: Kirsten is working with the Middle School teacher on goals for next year.
      3. Environmental Education Update:
      4. Academic Testing and Achievement Update: MCA’s are completed.
      5. Enrollment Update: enrollment is holding steady. Roster for next fall has waiting lists in 7 grade levels.
      6. Activities and Happenings related to the school, staff, students, families, community: spring field trips are planned to a Twin’s game, a play in New Ulm and other outings.
   2. Board Activities
      1. Board Training - *The Seven Outs* by Brian Carpenter
         1. Discuss Part Six: Measure Out
2. Unfinished Business
   1. MS (Colvin/Dezelske) to rescind vote from March 20,2023 meeting, 9.d. and approve Administrator Review Process, all aye, motion carries unanimously.
3. New Business
   1. Received Osprey Wilds On-Site Feedback
   2. Received Osprey Wilds Board Observation Feedback
   3. MS (Dezelske/Hoerner) to review and approve updates on policies from the Policy/Governance Meeting
      1. 704P Group Health Insurance Coverage Purchasing Policy
      2. 706.1P Gift Acceptance Policy
      3. 706.2P Potential Gifts of Real Estate Policy

discussion about what the policies are and that we are in compliance, all aye, motion carries unanimously.

* 1. Reviewed the changes on 709P Student Transportation Safety Policy.

1. Upcoming Meetings/Events/Announcements
   1. Next board meeting, May 15, 2023 – 5:30 p.m.
   2. Finance Committee Meeting, May 8, 2023 – 11:45 a.m.
   3. Policy/Governance Committee Meeting, tbd
   4. Facilities Committee Meeting, tbd
   5. Administrative Review Committee, tbd
2. Adjournment 4:57 p.m.

Respectfully submitted,

Tara Erickson

Recorder