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**Official Board of Directors
Meeting Minutes**

Tuesday, May 23, 2023 – 5:30 p.m.

on site at NDMA and Electronically via Zoom (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, Patti Hoerner.

Absent: Patrick Selchert.

Non-voting member present: Kirsten Kinzler, Director

Tara Erickson, Recorder

Dustin Reeves, Business Manager - absent

2. Guests: Xander P., Kieran K., Jennie Asher, Danielle M., Tiffany K. all a part of the E1 Birch classroom.
3. Spotlight Report – students and staff from E1 Birch gave a wonderful presentation on their class outings for 2022-2023. Ms. LaPlante also shared about her student outings to work on IEP goals.
4. Agenda – MS (Dezelske/Boettcher) to approve the agenda, all aye; motion carries unanimously.
5. MS (Dezelske/Boettcher) to approve the consent agenda, all aye; motion carries unanimously.
 - a. Minutes of April 17, 2023 Meeting
 - b. Submitted Committee Reports
 - i. Financial Committee met on May 8, 2023
 - ii. Policy/Governance Committee met on May 8, 2023
6. Financial Reports
 - a. Received April 2023 financial report
 - b. MS (Dezelske/Kangas) to approve April 2023 supplemental information report, finding no frivolous spending, all aye; motion carries unanimously.
7. Reports
 - a. Executive Director
 - i. Personnel changes – resignations: Wendy Ebert, Title paraprofessional, Laura Lonquist, E3 teacher, dismissals: David DeMenge, paraprofessional, no reassignments, and no new employments.
 - ii. Strategic Plan Update – Kinzler shared her Executive Director goals updates.
 - iii. Environmental Education Update – Teachers are working with students to complete goals, and composting is still happening.
 - iv. Academic Testing and Achievement Update – testing was finished this week.
 - v. Enrollment Update – enrollment numbers are where they should be.

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- vi. Activities and Happenings related to the school, staff, students, families, community – we will participate in the Water Carnival Parade in June and sponsor the McLeod County Fair Kids Day. This week is Fly-Up Day for students moving grade levels, Pet Day on Friday and 8th grade graduation next Wednesday. Safety Town/Summer School coming in June.
 - b. Board Activities
 - i. Board Training - *The Seven Outs* by Brian Carpenter
 - 1. Discuss Part Seven: Shout Out
8. Unfinished Business
- a. MS (Dezelske/Selchert) accept Second reading and approve 709P – Student Transportation Safety Policy, with formatting adjustments, all aye; motion carries unanimously.
9. New Business
- a. Received Osprey Wilds Board Observation Feedback.
 - b. Received Osprey Wilds FY22 Academic Evaluation, discussion regarding goals not met.
 - c. MS (Dezelske/Boettcher) to review and approve Updates on Policies from the Policy/Governance Meeting i.-v., all aye; motion carries unanimously.
 - i. 798P – Joint Venture Policy
 - ii. 799P – Record Retention Policy
 - iii. 801P Equal Access to Facilities of the School Policy
 - iv. 806P – Crisis Management Policy
 - v. 903P – Visitors to School District Buildings and Sites Policy
 - d. Reviewed the changes on 790P Reporting Grants to Board Policy
 - e. MS (Dezelske/La Plante) to approve preliminary budget for FY24, based on 4% increase in revenue and 2% increase in expenses; roll call vote; motion carries unanimously.
10. Upcoming Meetings/Events/Announcements
- a. Next board meeting, June 19, 2023 –5:30 p.m.
 - b. Finance Committee Meeting, June 12, 2023 – TBD
 - c. Policy/Governance Committee Meeting, June 12, 2023 – 12:30 p.m.
 - d. Facilities Committee Meeting, tbd
 - e. Administrative Review Committee, tbd
11. Adjournment 6:43

Respectfully submitted,

Tara Erickson
Recorder