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**Official Board of Directors  
Meeting Minutes**

Monday, September 18, 2023 – 5:30 p.m.  
on site at NDMA in the conference room

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: Tim Dezelske, Spencer Kangas, Deanna Boettcher, Shari Colvin, Christine La Plante, and Patti Hoerner.

Absent:

Non-voting member present: Kirsten Kinzler, Director.

Christine La Plante, Recorder

Dustin Reeves, Business Manager – absent.

2. Guests: Ezra, Christian, mother, and Silky (the chicken)
3. Spotlight Report – Recycling and Compost Collection at NDMA (Chicken Buckets for food compost)
4. Agenda – MS (Dezelske/La Plante) to approve the agenda with adding xii., and New Business 9 C (Substitute teacher pay increase) all aye; motion carries unanimously.
5. MS (Boettcher/ Dezelske) to approve the consent agenda, all aye; motion carries unanimously.
  - a. Minutes of August 21, 2023 Meeting
  - b. Submitted Committee Reports
    - i. Financial Committee (Awaiting Financials. Notes will be ready by meeting)
    - ii. Policy/Governance Committee
6. Financial Reports
  - a. Received August 2023 Preliminary Financial Report
  - b. MS (Dezelske/Hoener) to approve August 2023 Supplemental Information Report, roll call vote unanimous; motion carries.
7. Reports
  - a. Executive Director
    - i. Personnel changes – resignations, dismissals, reassignments, and new employments
    - ii. Strategic Plan Update
    - iii. Environmental Education Update
    - iv. Academic Testing and Achievement Update
    - v. Enrollment Update
    - vi. Activities and Happenings related to the school, staff, students, families, community

*Providing a quality, comprehensive public education within a Montessori context*

- b. Board Activities – Sounding Boards
  - i. Sounding Board (Public Comment)
- 8. Unfinished Business
- 9. New Business
  - a. MS (Dezelske/Hoener) to approve FMLA request for Janet Anderson, all aye; motion carries unanimously.
  - b. MS ( Dezelske/Boettcher including changes made during discussion ) to review and approve Policy Changes from Policy/Governance Committee, all aye; motion carries unanimously.
    - i. 214P Out of State Travel by Board Members (IRS base for mileage reimbursement)
    - ii. 410P Family & Medical Leave
    - iii. 412P Expense Reimbursement
    - iv. 413P Harassment & Violence
    - v. 414P Mandated Reporting of Child Neglect or Abuse
    - vi. 415P Mandated Reporting of Maltreatment or Vulnerable Adults
    - vii. 514P Student Bullying Prohibition
    - viii. 522P Student Sex Nondiscrimination
    - ix. 524F Technology Resources Use (Form) (Remove form)
    - x. 524P Technology Resources Use (Policy) (Reference Student handbook for technology form)
    - xi. 616P School District System Accountability
    - xii. 533P Wellness
  - c. MS (Colvin/Dezelske) Substitute Teacher Pay increase (increase sub pay \$160.00 per day), roll call vote unanimous; motion carries.
- 10. Upcoming Meetings/Events/Announcements
  - a. Next board meeting, October 16, 2023 – 5:30 p.m.
  - b. Finance Committee Meeting, October 9, 2023 – 11:45 a.m.
  - c. Policy/Governance Committee Meeting, tbd
- 11. Adjournment 6:19 p.m.

Respectfully submitted,  
Christine La Plante  
Recorder