



New Discoveries

Montessori Academy

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Official Board of Directors

Meeting Minutes

Monday May 20, 2024 – 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 5:31 p.m.

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

Absent: Kyle Kovack.

Non-voting member present: Kirsten Kinzler, Director.

Tara Erickson, Recorder

2. Guests: Jill Montes, volunteering to fill Kovack's 2-year term in July.
3. Spotlight Report – none this month. In July Mr. Kangas will give a report on June's Summer Discoveries Safety Town.
4. Agenda – MS (Dezelske/La Plante) 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 15, 2024 Meeting
 - b. Submitted Committee Reports
 - i. Financial Committee met on May 13th, 2024
 - ii. Policy/Governance met on May 13th, 2024
6. Financial Reports
 - a. Received April 2024 Financial Report.
 - b. MS (Dezelske/Hoerner) to approve April 2024 Supplemental Information Report, noted that there was nothing out of line and looks appropriate, roll call vote unanimous; motion carries.
7. Reports
 - a. Executive Director - see attached directors report.
 - i. Personnel changes – resignations, dismissals, reassignments, and new employments
 - ii. Strategic Plan Update
 - iii. Environmental Education Update – Patti met with representative from Osprey Wilds as well as students. E2 classes have a field trip to the Nye Nature Center next week.
 - iv. Academic Testing and Achievement Update – all testing is complete. 143 students took the NWEA's. Data will be available at the June meeting.

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- v. Enrollment Update – no change
- vi. Activities and Happenings related to the school, staff, students, families, community – Track and Field, Pet Day, and Fly-Up Day all happening this week.
- b. Board Activities – reminders about trainings for board governance.

8. Unfinished Business

9. New Business

- a. Reviewed and Accepted Osprey Wilds Board Observation from 4-15-24
- b. Reviewed and Accepted Osprey Wilds Site Visit Feedback from 4-17-24 (Letter from 5-10-24)
- c. Reviewed Notice of Concern – Academics from Osprey Wilds from 4-22-24
- d. Reviewed the Draft of the 2024-25 Strategic Plan
- e. MS(Dezelske/Boettcher) to accept the following policies:
 - i. 307P Emergency or Short-Term Administrator Succession Plan
 - ii. 308P Hiring a Board Appointed Administrator
 - iii. 401P Equal Opportunity Employment
 - iv. 402P Disability Nondiscrimination
 - v. 417P Substance Use and Abuse
 - vi. 418P Drug Free Workplace – Drug Free School revised
 - vii. 419P Tobacco Free Environment
 - viii. 420P Students & Employees with AIDS
 - ix. 425P Staff Development Policy
 - x. 426P Anti-nepotism
 - xi. 430P Employment
 - xii. 440P Reporting Unethical Illegal Activity, all aye; motion carries unanimously.
- f. First reading of 708P Capital Asset Threshold Policy

10. Upcoming Meetings/Events/Announcements

- a. Next board meeting, June 24, 2024 – 5:30 p.m.
- b. Finance Committee Meeting, June 17, 2024 – 12:00 p.m.
- c. Policy/Governance Committee Meeting, June 17, 2024 – 12:30 p.m.
- d. Facilities Committee Meeting, tbd
- e. Administrative Review Committee, tbd
- f. Wellness Committee May 30, 2024 – 9:00 a.m.

11. Adjournment 6:27

Respectfully submitted,
Tara Erickson
Recorder