



*New Discoveries*

*Montessori Academy*

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**Official Board of Directors**

**Meeting Minutes**

Monday June 24, 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 5:30 p.m.

Voting members present: Tim Dezelske, Christine La Plante, Patti Hoerner, Spencer Kangas.

Absent: Shari Colvin, Deanna Boettcher.

Non-voting member present: Kirsten Kinzler, Director.

Tara Erickson, Recorder

2. Guests: Jill Montes, will fill Kovack's 2-year term in July.

3. Spotlight Reports

- a. Spencer Kangas gave a fabulous presentation on the first week of Summer Discoveries showcasing events from his program, *Safety Town*.
- b. Dustin Reeves from the Finance Company, Creative Planning, shared the FY24 Proposed Revised Budget and the FY25 Proposed Budgets via video presentation.

4. Agenda – MS (Dezelske/La Plante) to approve the agenda, all aye; motion carries unanimously.

5. MS (Dezelske/Hoerner) to approve the consent agenda, all aye; motion carries unanimously.

- a. Minutes of April 15, 2024 Meeting – change spotlight to read that Kangas will present in June.
- 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 May 2024 Financial Report.
- b. MS (Dezelske/Hoerner) to approve May 2024 Supplemental Information Report, noted that all 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 – none.
  - ii. Strategic Plan Update – Kinzler shared the Narrative Response to Osprey Wilds Notice of Concern.
  - iii. Environmental Education Update – Working on the Environmental Literacy Plan (ELP)

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- iv. Academic Testing and Achievement Update –Kinzler shared an NWEA handout and explained the results and how to read them.
    - v. Enrollment Update – no change
    - vi. Activities and Happenings related to the school, staff, students, families, community – Summer Discoveries is happening for one more week with 33 students in attendance last week. NDMA participated in the Hutchinson Water Carnival Parade. NDMA will be the McLeod County Fair Sponsor for Kids Day on Saturday, August 17<sup>th</sup>, 10 a.m. – 2 p.m.
  - b. Board Activities – reminders about trainings for board governance.
8. Unfinished Business
- a. MS (Dezelske/Kangas) to approve the second reading of 708P Capital Asset Threshold Policy, all aye; motion carries unanimously.
9. New Business
- a. MS (Dezelske/LaPlante) to review and approve the leave of absence from Mistin Petersen, all aye; motion carries unanimously.
  - b. MS (Dezelske/LaPlante) to review and approve the FY24 Revised Budget, roll call vote unanimous; motion carries.
  - c. MS (Dezelske/Hoerner) to review and approve the FY25 Proposed Budget, roll call vote unanimous; motion carries.
  - d. MS (Dezelske/Hoerner) to review and approve the following policies, all aye; motion carries unanimously.
    - i. 407P Employee Right to Know – Exposure to Hazardous Substances
    - ii. 411.1P Paid Time Off/Earned Sick and Safe Leave
    - iii. 533P Wellness
  - e. Reviewed the Triennial Assessment from the Wellness committee.
10. Upcoming Meetings/Events/Announcements
- a. Next board meeting, July 22, 2024 – 5:30 p.m.
  - b. Finance Committee Meeting, June 8, 2024 – 11:45 a.m.
  - c. Policy/Governance Committee Meeting, June 8, 2024 – 12:30 p.m.
  - d. Facilities Committee Meeting, tbd
  - e. Administrative Review Committee, tbd
11. Adjournment 6:38

Respectfully submitted,  
Tara Erickson  
Recorder