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Official Board of Directors

Meeting Minutes

Monday November 20, 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 5:36 p.m.

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

Member present over phone (Not able to vote): Kyle Kovack

Absent: Melanie Schiroo.

Non-voting member present: Kirsten Kinzler, Director.

Christine La Plante, Recorder

Dustin Reeves, Business Manager – absent.

2. Guests: Emily
3. Spotlight Report – none
4. Agenda – MS (Dezelske/Boettcher) to approve the agenda, roll call vote all aye; motion carries unanimously.
5. MS (Dezelske/ Boettcher) to approve the consent agenda and make changes to the October 30, 2023 minutes, roll call vote all aye; motion carries unanimously.
 - a. Minutes of October 30, 2023 Meeting (Changes made to the October 30, 2023 minutes to 7a ii)
 - b. Submitted Committee Reports
 - i. Financial Committee met November 13th, 2023
 - ii. Policy/Governance committee met November 13th, 2023
6. Financial Reports
 - a. Received October 2023 Financial Report
 - b. MS (Dezelske/Boettcher) to approve October 2023 Supplemental Information Report, 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 this month.
 - ii. Strategic Plan Update

Providing a quality, comprehensive public education within a Montessori context

- 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
- b. Board Activities –
 - i. New board members, make sure you have started your trainings that are required for new board members.

8. Unfinished Business

9. New Business

- a. MS((Dezelske /Kangas) to approve the Blue Cross Blue Shield Insurance, roll call vote unanimous; motion carries.
- b. MS(Dezelske / Hoerner) to approve updates to the following policies: all aye; motion carries unanimously.
 - i. 102P - Equal Educational Opportunity
 - ii. 103.1P - Whistleblower
 - iii. 203P - Operation of NDMA Board
 - iv. 205P - Open Meetings & Closed Meetings
 - v. 208P – Development, Adoption, & Implementation of Policies
 - vi. 210.1P – Conflict of Interest
 - vii. 213P – School Board Committees

10. Upcoming Meetings/Events/Announcements

- a. Next board meeting, December 18, 2023 – 5:30 p.m.
- b. Finance Committee Meeting, December 11, 2023 – 11:45 a.m.
- c. Policy/Governance Committee Meeting, tbd
- d. Facilities Committee Meeting, tbd (need to meet by January)
- e. Administrative Review Committee, tbd

11. Adjournment 6:08

Respectfully submitted,
Christine La Plante
Recorder