



## Official Board of Directors Meeting Minutes

Monday, October 21, 2024 – 5:30 p.m.  
NDMA Conference Room

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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, Tiffany Knox, Jill Montes, Patti Hoerner, Spencer Kangas  
Christine La Plante, Shari Colvin.

Absent: Samantha Casillas.

Non-voting member present: Kirsten Kinzler, Director.

Tara Erickson, Recorder.

2. Guests: Pat Hartman, Osprey Wilds authorizing specialist.

3. Spotlight Report – Mr. Hartman has been with Osprey Wilds for almost 2 years now, he is busy with school site visits during this renewal season.

4. Agenda – MS (Dezelske/La Plante) to approve the agenda, with the addition to board activities: Board Evaluation Plan, also to table the strategic plan and the annual report until the next special meeting on 10/30/2024, all aye; motion carries unanimously.

5. MS (Dezelske/Hoerner) to approve the consent agenda, minutes look good, Kangas shared some details of the finance committee meeting, Colvin shared updates they need to do for bylaws and other policies, all aye; motion carries unanimously.

- a. Minutes of September 16, 2024 Meeting
- b. Minutes of Emergency Meeting on September 23, 2024
- c. Submitted Committee Reports
  - i. Financial Committee met October 14<sup>th</sup>, 2024
  - ii. Policy/Governance Committee met October 14, 2024

6. Financial Reports

- a. Received the September 2024 Financial Report.
- a. MS (Dezelske/Colvin) to approve August 2024 Supplemental Information Report, expenditures and finances look good, roll call vote unanimous; motion carries.

7. Reports

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- a. Executive Director – please see reports attached.
  - i. Personnel changes – resignations – Morgan Zubke (paraprofessional), dismissals, reassignments, and new employments – Gail Thode and Luis Blancarte (food service), Nicole Tollifson and Hilary Cartie III (paraprofessionals).
  - ii. Strategic Plan Update – tabled until the special meeting
  - iii. Environmental Education Update – Community Responsibilities Day, each grade level had responsibilities in the town and around our school property from litter cleanup to planting trees. The E3 Middle Schoolers spent a week at the Wolf Ridge Learning Center.
  - iv. Academic Testing and Achievement Update – improved, not to goal yet.
  - v. Enrollment Update – down by 2 (K and PK moved to homeschooling)
  - vi. Activities and Happenings related to the school, staff, students, families, community – Annual Report will be approved next week. Renewal brings Osprey Wilds to visit NDMA this week.
- b. Board Activities – Board Evaluation Plan – Colvin shared that the governance committee met and they talked about mission, vision, strategic direction is a strength of the board but we need to make sure the staff and families are more aware of this.

#### 8. Unfinished Business

- a. MS (Dezelske/Hoerner) to review and approve following policies, all aye; motion carries unanimously.
  - i. CPSP - Collaborative Problem-Solving Plan
  - ii. 506P - Student Discipline and Dismissal

#### 9. New Business

- a. Approve the Annual Report
- b. Approve the Strategic Plan
- c. MS (Dezelske/La Plante) to approve the Organizational Structure, all aye; motion carries unanimously.

#### 10. Upcoming Meetings/Events/Announcements

- a. Special Meeting, Wednesday, October 30 at 8:15 a.m.
- b. Next board meeting, November 18, 2024 – 5:30 p.m.
- c. Finance Committee Meeting, November 11, 2024 – 11:45 a.m.
- d. Policy/Governance Committee Meeting, November 11, 2024 12:15 p.m.

#### 11. Adjournment 6:05 p.m.

Respectfully submitted,  
Tara Erickson  
Recorder

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