



Official Board of Directors Meeting Minutes

Monday, December 16, 2024 – 5:30 p.m.
NDMA Conference Room

1000 5th Avenue SE, Hutchinson, Minnesota 55350 320.234.6362(w) 320.234.6300(f) www.newdiscoveries.org

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, 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: Auditors will present next month due to conflicts.

3. Spotlight Report - none at this time

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

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

- a. Minutes of November 18, 2024 Meeting – with changes to minutes, New Bus. 9.d. accepted/not first reading of. and 9.f. accepted/not approved.
- b. Minutes of the Affiliated Building Company from December 3, 2024 Meeting
- c. Submitted Committee Reports
 - i. Financial Committee met December 10th, 2024
 - ii. Policy/Governance committee met December 10th, 2024

6. Financial Reports

- a. Received the November 2024 Financial Report.
- a. MS (Dezelske/Kangas) to approve November 2024 Supplemental Information Report, roll call vote taken; motion carries unanimously.

7. Reports

- a. Executive Director – please see reports attached.
 - i. Personnel changes – resignation – Dr. Jennie Asher (Special Education Teacher)

Providing a quality, comprehensive public education within a Montessori context

- ii. Strategic Plan Update – Dezelske asked about Kinzler’s goals – Kinzler did a survey to staff, 2 questions, with mixed reviews. There were some positive reviews regarding students and staff interactions. Overall – many expressed gratitude.
 - iii. Environmental Education Update – nothing to report at this time.
 - iv. Academic Testing and Achievement Update – NWEA MAP Winter assessments were completed this week.
 - v. Enrollment Update – two more students coming in January.
 - vi. Activities and Happenings related to the school, staff, students, families, community – fundraiser coming up: NDMA Reading Rally 2025 – raising money while promoting reading with a goal of \$5000.00. Two PD days in coming up in January after a holiday break.
- b. Board Activities –
- i. Osprey Wilds Audit Training – 6 voting members (Colvin, Dezelske, La Plante, Montes, Hoerner, Kangas) were present for the training before this meeting as well as Kinzler and Erickson.

8. Unfinished Business

- a. Received and accepted the findings of the Audit
- b. Second reading of the following policies (bring any questions to the January meeting):
 - i. 551P – Student Journalism Policy
 - ii. 621P – Library Materials
 - iii. 509P – Nondiscrimination – Title IX Policy

9. New Business

- a. Reviewed and Received the Board Observation Feedback from Osprey Wilds on 10.21.24 – noted.
- b. First Reading of Changes to the By-Laws

10. Upcoming Meetings/Events/Announcements

- a. Next board meeting, January 27, 2025 – 5:30 p.m. *4th Monday due to Holiday
- b. Finance Committee Meeting, January 13, 2025 – 11:45 a.m.
- c. Policy/Governance Committee Meeting, January 13, 2025 – 12:15 p.m.
- d. Facilities Committee Meeting, tbd
- e. Administrative Review Committee, tbd

11. Adjournment 6:25 p.m.

Respectfully submitted,
Tara Erickson
Recorder