



Official Board of Directors Meeting Minutes

Monday, May 19, 2025 – 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 5:31p.m.

Voting members present: Tim Dezelske, Patti Hoerner, Christine La Plante, Shari Colvin, Samantha Casillas, Jill Montes, Spencer Kangas, Tiffany Knox.

Absent: na

Non-voting member present: Kirsten Kinzler, Director.

Tara Erickson, Recorder.

2. Guests: Brandy Barrett, E2 Gen Ed Teacher

3. Spotlight Report – Ms. Barrett shared the E2 YLLP with the board members. She explained how the YLLP works and comments from board members included that it looks easy to follow. They also work the social studies and science into Environmental Learning.

4. Agenda – MS (Dezelske/Hoerner) to approve the agenda, adding the minutes from the facility committee to the consent agenda 5.b.v., all aye; motion carries unanimously.

5. MS (Dezelske/Colvin) to approve the consent agenda, some discussion had around lease aid, reop grant, and looking for other grants, dis all aye; motion carries unanimously.

a. Minutes of March 24, 2025 Meeting

b. Submitted Committee Reports

- i. Financial Committee met on May 12th, 2025
- ii. Policy/Governance met on May 12th, 2025
- iii. Administrative Review Committee met on May 7, 2025
- iv. Administrative Review Committee met on May 19, 2025
- v. Facilities Committee met on May 5, 2025

6. Financial Reports

a. Received the April 2025 Financial Report.

b. MS (Dezelske/Montes) to approve the April 2025 Supplemental Information Report, everything looks appropriate, roll call vote taken; motion carries unanimously.

7. Reports

a. Executive Director – please see reports attached.

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- i. Personnel changes
 - 1. Resignations: Luis Blancarte (cook)
 - 2. Dismissals: Connie Duenow (paraprofessional)
 - 3. Reassignments: na
 - 4. New employments: na
- ii. Strategic Plan Update - Kinzler spoke about meeting her goals and what that is looking like. Culture and Time Management. Details in the attached report.
- iii. Environmental Education Update – Kinzler read through our EE goals. Goals – 80%
- iv. Academic Testing and Achievement Update –
- v. Enrollment Update – Total K-8 183, total PK-8 213
- vi. Activities and Happenings related to the school, staff, students, families, community –
Upcoming activities below:
 - 1. Friday, May 23rd – NDMA Track & Field Day
 - 2. Wednesday, May 28th – NDMA Pet Day
 - 3. Thursday, May 29th – 8th Grade Graduation
 - 4. Hutchinson Water Carnival Parade - June
 - 5. June Summer Discoveries – is M, T, W June 16-18, 23-25
- b. Board Activities –
 - i. Board Training 30 minutes before meeting: Facilitated by Kirsten Kinzler
 - 1. Board-Director Relations, MSBA

8. Unfinished Business

9. New Business

- a. MS (Dezelske/La Plante) to Review and Accept the following policies, all aye; motion carries unanimously.
 - i. 534P – Privacy Policy
 - ii. 590P/F(a)&(b) – Acceleration Policy with Acceleration Request Form and Acceleration Summary and Planning Form
- b. Received Bess Bauman’s Resignation Letter
- c. 6:30 p.m. Dezelske closed the meeting as permitted by MN Statute 13D.05 Subd. 3(a) for consideration of Personnel Issues related to annual Board Appointed Administrator evaluation; Director Kinzler left the meeting. 6:32 p.m. the meeting reopens.
- d. Reopen meeting 6:32 p.m. Thank you, Kirsten, for a job well done on the renewal work. The board recommends renewal of contract for Kirsten Kinzler to include a 2% increase as budget allows and \$500 longevity bonus totaling \$133,661.00.

10. Upcoming Meetings/Events/Announcements

- a. Next board training, June 16, 2025 – 5:00 p.m.
- b. Next board meeting, June 16, 2025 – 5:30 p.m.
- c. Finance Committee Meeting, June 9, 2025 – 11:45 a.m.
- d. Policy/Governance Committee Meeting, No meeting in June
- e. Facilities Committee Meeting, tbd
- f. Administrative Review Committee, tbd

11. Adjournment 6:34 p.m.

Respectfully submitted,
Tara Erickson, Recorder

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