



# Bluffview Montessori

Bluffview Montessori Board of Directors Meeting  
December 19, 2024  
6:00 PM

**Vision:**

Empowered learners unfolding their full potential as whole and unique persons in a global community.

**Mission:**

Bluffview Montessori School empowers self-directed learning through a materials-based Montessori curriculum that encourages independence and natural curiosity. Bluffview cultivates learners' deep respect for self, community, and a peaceful environment while nourishing the intrinsic desire for academic, civic, and personal fulfillment.

**School Board Procedures; Rules of Order Policy 203.1**

**Call to order:** Director Booth called the meeting to order at \_6:01\_ PM on \_12/19/24\_\_\_\_\_.

**I. Roll Call Attendance (Secretary)**

Board Members Present or Absent:

Name	July	August	September	October	November	December	January	February	March	April	May	June
Meghan Booth	Y	Y	Y	Y	Y	Y						
Anna Aarre	Y	Y	Y	Y	Y	Y						
Shelly Merchlewitz	Y	Y	Y	Y	Y	Y						
Jessica McIlrath	Y	Y	Y	Y	Y	Y						
Marcy Faircloth	Y	Y	Arrived 6:36, joined at item VI	N, planned	Y	N, planned						
Kim Bell	Y	-	Y	Y	Y	Y						
Stephanie S. Dunn	-	Y	Y	Y	Y	N, planned						
Henry Schantzen	Y	Y	Y	Y	Y	Y						

**Guests and Community Members Present: N/A**

Name	Relationship to Bluffview

**II. Declaration of Conflicts of Interest**

None indicated

**III. Approval of Agenda as per Policy 203.5**

**Action Item:** Approval of this Board Meeting Agenda:

**Motion:**

Made by: Shelly Merchlewitz                      Seconded by: Kim Bell

Discussion notes: none

Vote: passed    Yea: unanimous    Nay: 0                      Abstain: 0

Decision notes: none

**IV. Approval of previous months Minutes as per Policy 204**

**Action Item:** Approval of Board Minutes from previous meeting:

**Motion:**

Made by: Meghan Booth                      Seconded by: Anna Aarre

Discussion notes: approved with spelling corrections to Shelly Merchlewitz's name

Vote: passed    Yea: unanimous    Nay: 0                      Abstain: 0

Decision notes: none

**Old Business**

**V. Policy 516-** tabled last month to give time to prepare alternate language proposal

**Action Item:** Approve policy.

**Motion:**

Made by: Kim Bell                      Seconded by: Shelly Merchlewitz

Discussion notes: move made to separate updating policy 516 vote from vote for updating family handbook

Vote: to approve policy 516 alternate language drafted by Meghan Booth

Vote: passed    Yea: unanimous    Nay: 0    Abstain: 0

Decision notes: none

Vote to approve family handbook:

Moved: Shelly Merchlewitz Second: Anna Aarre  
Vote: passed Yea: unanimous Nay: 0 Abstain: 0  
Decision notes: none

## **New Business**

### **VI. Open Forum/Public Comment as per Policy 206**

- A. Speaker name and comment summary:
  - 1. n/a

### **VII. Consent Agenda as per Policy 203.6**

- A. Administration Report(s)
- B. Committee Reports
- C. Other/General information docs

**Action Item:** Review and approve the consent agenda.

**Motion:**

Made by: Anna Aarre                      Seconded by: Kim Bell

Discussion notes: currently no board election is planned for 2025/2026 due to no board terms expiring

Vote: passed    Yea: unanimous              Nay:              Abstain:

Decision notes: none

### **VIII. Financial Reports**

- A. Financial Report and Supplemental Report Review: November 2024

**Action Item:** Review and approve the monthly financial and supplemental reports.

**Motion:**

Made by: Shelly Merchlewitz              Seconded by: Kim Bell

Discussion notes: ADM 208 (*down from 210 due to unexpected attrition, two new admissions pending January, possible third*), cash flow \$1,161,862.00, check #s 6926-6932 are in sequence

with no gaps.

Vote: passed    Yea: unanimous    Nay: 0    Abstain: 0

Decision notes: None.

*\*on financial matters, if vote is not unanimous it must be recorded as a roll call vote.*

### **IX. FY24 Audit Presentation**

- A. Review of the FY24 audit (Presented by Travis Berends, with Creative Planning; and Luke Greden, with Clifton Larson Allen. CLA performed the audit.)

**Action Item:** Review and approve the FY24 Audit

**Motion:**

Made by: Kim Bell                      Seconded by: Anna Aarre

Discussion notes: Audit report identified no concerns.    Vote: passed    Yea: unanimous  
Nay: 0                      Abstain: 0

Decision notes: none

**X. Board Training (annual cycle of review)- information only**

- A. Legal Topic Review: Conflict of Interest, Gifts to Staff/Board members
- B. Montessori Philosophy: The Role of the Teacher
- C. Academic Data: SAEBRS, mySAEBRS (SAEBRS= Social Academic Emotional Behavior Rating Scale)

**XI. Policy 522:** Title IX Non Discrimination Policy, Grievance Procedure, and Process

**Action Item:** First Read of Policy 522 draft-initial read and discussion prior to 2nd read/approval next month. Video from the board folder: [Title IX webinar 6/24](#)

Discussion Notes: Legal process/ history of this law was presented, including injunctions presented in several states. Minor grammatical errors reviewed.

**XII. Announcements/Additional Business**

- A. Henry Schantzen and Meghan Booth participated in Zoom meeting held with other local schools through MDE regarding potential issues surrounding protection of undocumented children at school. Ongoing discussions with legal counsel.

**XIII. Adjournment**

**Motion:** Move to adjourn the meeting at 6:58 PM.

Made by: Shelly Merchlewitz                      Seconded by: Anna Aarre

Discussion notes:

Vote: passed    Yea: unanimous    Nay: 0                      Abstain: 0

Decision notes: none