



# Bluffview Montessori

## Bluffview Montessori Board of Directors Meeting March 20, 2025 6:30 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 Aare called the meeting to order at \_6:31\_ PM on \_3/20/25\_\_\_\_\_.

### **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	Y	Arrived 6:35pm	Y			
Anna Aarre	Y	Y	Y	Y	Y	Y	Y	Y	Y			
Shelly Merchlewitz	Y	Y	Y	Y	Y	Y	Y	Y	Y			
Jessica McIlrath	Y	Y	Y	Y	Y	Y	Y	Y	Y			
Marcy Faircloth	Y	Y	Arrived 6:36	N, planned	Y	N, planned	Y	N, planned	Y			
Kim Bell	Y	-	Y	Y	Y	Y	Y	Y	Y			
Stephanie S. Dunn	-	Y	Y	Y	Y	N, planned	Y	Y	Y			
Henry Schantzen	Y	Y	Y	Y	Y	Y	Y	Y	Y			

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

<b>Name</b>	<b>Relationship to Bluffview</b>

**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: to approve agenda**

Made by: Kim Bell

Seconded by: Anna Aarre

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: to approve minutes from previous meeting**

Made by: Shelly Merchlewitz

Seconded by: Kim Bell

Discussion notes: none

Vote: passed Yea: unan Nay: 0 Abstain: MF

Decision notes: none

**Old Business-** none

**New Business**

**V. Open Forum/Public Comment as per Policy 206**

A. Speaker name and comment summary:

1.

**VI. 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 to approve consent agenda

Made by: Anna Aarre

Seconded by: Stephanie Dunn

Discussion notes: again noted that the service of Tina Smith as parent volunteer and contractor for services on the wellness committee could appear as conflict of interest. HOS states her portion of the Wellness committee programming is nearly complete.

Vote: passed

Yea: unanimous

Nay: 0

Abstain: 0

Decision notes: none

## **VII. Financial Reports**

- A. Financial Report and Supplemental Report Review: February 2025

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

**Motion:** to approve February financial reports

Made by: Marcy Faircloth

Seconded by: Anna Aarre

Discussion notes: ADM 210, Check register Pmt # 30718-30828, no gaps; Check #6938-6938, no gaps; Cash flow \$1,050,313;

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.*

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

- A. Legal Topic Review: Pupil Fair Dismissal Act (MN statute 121.4) was reviewed; highlighted recent significant change: children <grade 3 can no longer be expelled and non-exclusionary discipline must be used. BMS is already doing this.
- B. Montessori Philosophy: Meghan Booth presented topic, "Normalization and Deviation."

## **IX. Policy Updates: 521, 532, 535, 604, 608, 609, 614, 618, 703, 707, 709**

**Action Item:** Approve Policy updates.

**Motion:** to approve above policies

Made by: Shelly Merchlewitz

Seconded by: Meghan Booth

Discussion notes: Minor grammatical errors in several policies noted and corrected;

Re Policy 604- Kim Bell: asked if we have a form prepared for parental review of curriculum? If so, suggested we attach copy of parental review request form to policy. HOS will address.

Meghan Booth: What is our plan for teaching health? Plan for teaching a 3rd arts area?

AED/CPR training for middle schoolers is now required, can we set that up? HOS and Board Chair will collaborate on these.

608- Anna Aarre: a section of this policy appears to states that school board identifies and evaluates students needing special education; HOS clarifies that this means school board ensures BMS has appropriate staff to do carry this out, and follows applicable laws in doing so.

609- Anna Aare: in section II.d. it indicates BMS can include Christian songs, etc.- HOS clarifies this can occur as long as all cultures are give equal opportunity

614- Kim Bell: change “student handbook” to “family handbook” in III.c.i- regarding location of test refusal form.

Jessica McIlrath- asked for clarification on updated section VI: refers to whistleblower protections for test observers if irregularities in test administration are noted and reported to MDE or parent/guardian.

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

Decision notes: None.

## **X. Updated Staff Handbook Language**

**Action Item:** Approval of new language including 60 day reimbursement periods and administrative training. Pages 13 & 20 in red.

**Motion: made to approve new language in staff handbook as indicated above**

Made by: Shelly Merchlewitz Seconded by: Kim Bell

Discussion notes: Clarification made to indicate submission of receipt for reimbursement rather than 60 days to complete submission *and* reimbursement; clarification also made to process for submitting claims <60 days from end of fiscal year, indicating claims period may be shorter in that case/ determined by financial management company.

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

Decision notes: none

## **XI. Announcements/Additional Business**

**A. Clarification of intent to return form: children are legally enrolled at BMS until student is formally (in writing) withdrawn by parent/ guardian, or expelled. Intent to return forms are primarily used for planning purposes, and are something of a formality for those who are intending to return.**

## **XII. Adjournment**

**Motion:** Move to adjourn the meeting at 7:35 PM.

Made by: Marcy Faircloth Seconded by: Meghan Booth

Discussion notes: none

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

Decision notes: none