



Bluffview Montessori

Bluffview Montessori Board of Directors Meeting May 15, 2025 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 Aare called the meeting to order at 6:02 PM on 5/15/25.

I. Roll Call Attendance (Secretary)

Board Members Present or Absent:

Name	July	August	September	October	November	December	January	Feb	March	April	May	June
Meghan Booth	Y	Y	Y	Y	Y	Y	Y	Arrived 6:35pm	Y	Y	Y	
Anna Aarre	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
Shelly Merchlewitz	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
Jessica McIlrath	Y	Y	Y	Y	Y	Y	Y	Y	Y	N, known	Arrived 6:24	
Marcy Faircloth	Y	Y	Arrived 6:36	N, planned	Y	N, planned	Y	N, planned	Y	Y	Resigned 5/11/25	
Kim Bell	Y	-	Y	Y	Y	Y	Y	Y	Y	N, known	Y	
Stephanie S. Dunn	-	Y	Y	Y	Y	N, planned	Y	Y	Y	N known	Y	

Henry Schantzen	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
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Guests and Community Members Present: N/A

Name	Relationship to Bluffview
Rochel Perna	Board Observation - VOA-MN

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: Shelly Merchlewitz

Seconded by: Anna Aare

Discussion notes: none

Vote: passed Yea: 5

Nay: 0

Abstain:

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: Anna Aare

Seconded by: Shelly Merchlewitz

Discussion notes: none

Vote: passed Yea: 3

Nay: 0

Abstain: Kim Bell & Stephanie Dunn

Decision notes: none

Old Business- none

New Business

V. Open Forum/Public Comment as per Policy 206

A. Speaker name and comment summary:

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 by: Shelly Merchlewitz Seconded by: Kim Bell

Discussion notes:

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

Decision notes:

VII. Financial Reports

Financial Report and Supplemental Report Review: April 2025

Average Daily Membership (ADM) Overview –

- o Original Budget: 212

- o Working Budget: 208

- o Current ADM: 208

- * The school's original budgeted surplus for the year is \$3,883 a projected cumulative fund

balance of \$1,141,744 or 35.0% of expenditures at fiscal year-end.

- * The school's working budgeted deficit for the year is \$47,406 a projected cumulative fund

balance of \$1,100,360 or 30.6% of expenditures at fiscal year-end.

- * Projected Days Cash on Hand for the projected fiscal year-end is 106 days. Above 30 days meets minimum bond covenants.

- * BMS Building Corporation capital improvement fund balance for the year, is \$105,360.

- * Projected Debt Service Coverage Ratio at fiscal year-end is 1.10. Above 1.10x or 1.0x with 90 days cash on hand meets minimum bond covenants.

Salaries and Wages are listed at being 91.9% of allocated budget, but that includes summer salaries.

Credentialed program for teachers will cost less than the previous program through UW - River Falls.

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

Motion:

Made by: Shelly Merchlewitz Seconded by: Kim Bell

Discussion notes: Enrollment: 208, Cash Flow \$994,743, Checks in sequence: 6942-6946,

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

Decision notes:

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

VIII. FY26 Budget approval

The state legislature has determined that budgets will be adjusted 2.7% for inflation.

The state legislature is considering cuts to Charter building maintenance and Special Education funding. There are other potential reductions in funding to the library.

Action Item:

Motion: I propose to adopt the 2024-2025 revised budget as presented:

- General Fund Revenues of \$3,135,607 and Expenditures of \$3,185,170
- Food Service Fund Revenues of \$220,464 and Expenditures of \$216,227
- Community Service Fund Revenues of \$187,845 and Expenditures of \$187,845

Made by: Stephanie Dunn

Seconded by: Shelly Merchlewitz

Discussion notes: Budget was revised to include unexpected building maintenance expenses- sidewalks, roof needs, water softener.

Vote: passed Yea: unanimous Nay: 0

Abstain: 0

Decision notes: none

Motion: I propose to adopt the 2025-2026 original budget as presented:

- General Fund Revenues of \$2,935,333 and Expenditures of \$2,961,348
- Food Service Fund Revenues of \$224,874 and Expenditures of \$217,143
- Community Service Fund Revenues of \$185,769 and Expenditures of \$185,769

Made by: Meghan Booth

Seconded by: Kim Bell

Discussion notes: none

Vote: passed Yea: unanimous Nay: 0

Abstain: 0

Decision notes: none

IX. Closed Session (Sandy Borkowski-requested labor negotiation)

Action Item: Move to closed session, as per MN Statute 13D.03, sub a.

Motion: to move to closed session

Made by: Meghan Booth

Seconded by: Stephanie Dunn

Discussion notes: start 6:53 pm, end

Vote: passed Yea: unanimous Nay: 0

Abstain: 0

Decision notes: none

Action Item: State the outcome of the closed session: Motion made to table decision until

July subcommittee can further explore issue and present solutions, see below

Motion: Made to return to open meeting

Made by Meghan Booth Second: Anna Aare

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

Decision notes: none

Motion: Move to direct board chair and HOS to convene administrative committee to review art teacher request and provide at least 2 options of scheduling, one of which must be a 1.0 FTE including financial data, to be presented to board at July meeting.

Made by: Meghan Booth Second: Shelly Merchlewitz

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

Decision notes: none

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

A. Legal Topic Review: Board Member Self Evaluation, HOS evaluation

1. Board areas to improve include legislative advocacy and fundraising

a) HOS will provide board with opportunities to engage more in community outreach, to improve fundraising and advocacy efforts

b) Idea raised of inviting legislator to meetings, Rep. Aaron Repinski has not attended a meeting here before

B. Montessori Philosophy: not addressed

C. Academic Data Review: not addressed

XI. Policy Updates: 606.5, 721 both tabled for further review last month

Action Item: Approve Policy updates.

Motion: made to table until next month due to need for further clarification

Made by: Meghan Booth

Seconded by: Shelly Merchlewitz

Discussion notes: none

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

Decision notes: none

XII. Announcements/Additional Business

A. Discussion/Preparation for Annual meeting on 5/22/25

1. Packet will be sent out tomorrow, Friday May 16, 2025 . HOS requests board members review and send revisions in time to send final copy to authorizer on Monday May 19, 2025 .

XIII. Adjournment

Motion: Move to adjourn the meeting at 8:15 PM.

Made by: Shelly Merchlewitz

Seconded by: Anna Aarre

Discussion notes: none

Vote: passed Yea: unanimous Nay: 0

Abstain: 0

Decision notes: none