

Bluffview Montessori Board of Directors Meeting Minutes- January 15, 2020

BMS Board Members Present- Molly Leifeld, Erich Lippman, Shelly Merchlewitz, Meghan Booth, Ann-Marie Dunbar, Katie Kinneberg, and Henry Schantzen

Board Members Absent: Karen Sullivan

1- Meeting was called to order at 6:06 PM.

2- Katie motioned and Shelly seconded to approve the agenda for January 15, 2020.

3- Katie motioned and Meghan seconded to approve the minutes as amended for December 18, 2019.

4- Tuition Reimbursement tabled.

5- Policy 406: Out of compliance in its original form. Henry changed to bring it up to date. Katie pointed out that all of D. should be removed. Last line in E. was also removed. Katie motioned and Molly seconded to approve Policy 406 as amended. Unanimous consent. Henry suggests approving Shelly Merchlewitz as ADSIS title coordinator. Katie motioned and Meghan seconded to name Shelly Merchlewitz ADSIS title coordinator. Unanimous consent, Shelly abstained.

6- Open Forum: None.

7- Financials: No surprises. We are at the 50% mark.

8- Consent Agenda: Preparation for the 5K moves along. Montessori conference went well. Working on finalizing Strategic Plan Draft after this meeting. Jerry Windley-Daoust and Henry have been working on publicity and documents based on how to support Bluffview. Authorizer work has picked up considerably. Working on DHS fingerprint plans, waiting for machinery to arrive. Henry walked us through AHOS Report. Fundraising committee meeting led to many good suggestions.

9- Policy 501: More specific wording regarding toilet training, as it's not always clear to parents what "toilet trained" means. Katie motioned and Shelly seconded approval of Policy 501. Unanimous consent.

10- Letter of FTE increase for Carly Johnson. Katie motioned and Molly seconded approval of the letter. Unanimous consent.

11- Letter of employment for Jennifer Shea. Katie motioned and Molly seconded approval of the letter. Unanimous consent.

12- Letter of termination for Kiara Thompson. Apparently she stopped showing up. Katie motioned and Molly seconded approval of the letter. Unanimous consent.

13- AHOS search update. Up to six candidates. Logistics need to be figured out and staff trained on which questions not to ask, etc. Reason to be optimistic.

14- Annual Cycle of Review: Reviewed the authorizer contract with WAPS. Reviewed "The Significance of Childhood."

15- Additional New Business: Molly presented for HR Committee. Wants to know what the board wants the HR Committee to work on. There doesn't seem to be a lot at the moment. The policies on the website are not consistent with those in the drive folder. Various ways of addressing this problem were discussed. They could go through all policies editing them for errors. If they find anything out of compliance, then forward to the board. Otherwise, they could update the "reviewed" date.

16- Adjourn at 7:20 PM.