

## **Bluffview Montessori Board of Directors Meeting Minutes- October 16, 2019**

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

Board Members Absent: Kelly Dicke

Others in attendance: Lori Cloutier

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

2- Katie motioned and Molly seconded to approve the agenda as amended for October 16, 2019.

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

4- Policy 712: Tabled.

5- Open Forum.

6- September Financials: Page 6 "deferred revenue for projects" = moved over from last year's budget surplus. Also on page 6, 520 ("Kitchen Cooler") and 530 ("pergola") are switched. The money in the 520 line should be in the 530 line. Non-Montessori tuition reimbursement is going from \$5,000 to \$8,000. Discussed deficit in Food Services.

7- Consent Agenda: Henry will decline SEL Grant because it will be unnecessary. Mission Statement has been sent out and some members responded to new wording. Jeremy Miller visited and seemed to enjoy his time. Contact with Gene Pelowski has yielded positive results and he will set up a time to visit as well. One BMS student is going on the Misato program. We still don't have the Foster Transportation Agreement. MDE chose to allow us to access our Title I money based on our efforts. A harassment complaint has been filed and investigation of it has been outsourced. Info from interviews has been sent to our attorney. A letter of fire code violation has been issued to a staff member and clear deadlines have been given for resolving the situation. Boilers in the original building are 20 years old and need replaced due to corrosion and will probably trump the garage for this year.

AHOS Report: Still overenrolled by 2. A lot of work with the Food Audit going on. MARS submission was perfect. Trying to start 3rd-party billing for Bluffview. In process--a lot of paperwork. Fall Sharing (8 October) had great turnout. Fall Festival is next Saturday at Briggs Outdoors. Scholastic Book Fair = 24-30 October. Working on Happy Harvest and Winter Breakfast. ADSIS and Title meetings are done. Shelly facilitated Fastbridge Testing in Computer lab and is working on placement meetings. New nurse representative from WH who has been

working hard to get things updated. Starting Math Masters this year (requested by a family). It's a competitive math program for 5th and 6th graders. We'll assess once we see how many sign up. Competition = Feb. 28 in Rochester for 6th graders, April 24 for 5th graders.

8- Letter of Resignation, Kelly Dicke: Katie motioned to approve, Molly seconded. Unanimous approval.

9- Discussion of New Community Board Member: Henry suggests Karen Sullivan as a possibility. Possibly also someone with fundraising expertise would be good.

10- Letter of Retirement, Lori Cloutier: Katie motioned to approve, Molly seconded. Unanimous approval.

11- AHOS Hiring Plan: Putting together a committee. Katie volunteered. Henry suggested having a teacher from every level, which will be pursued. Also need someone from SPED--Kim or Brooke. Ann-Marie will work on filling in the committee. Will try to get a description written up by end of October. Internal v. External posting? Much discussion of whether to post internally first and then externally or post both at the same time.

12/13- Student Data: Access of students on free/reduced lunches to experienced teachers is good. Slight downward trend in math, reading, and science. Matches state trends. Some things are out of our control (i.e., differences in the instrument itself). Need to discuss career exploration assessment in Erdkinder. If we were to abandon the MCAs, we could use Fastbridge data to demonstrate our levels of performance. Would need a strong explanatory narrative to our families justifying abandoning MCAs.

14- Annual Cycle of Review: Discussion about whether or not we need a drug/alcohol policy. Reviewed Building Corp. FAQ. Building Corp. by-laws need to be updated. Discussed "The Work of the Child" for board Montessori education.

15- Additional New Business. Katie motioned and Shelly seconded to add Meghan Booth to the Building Corporation as secretary. Unanimous approval.

Policy 408: Examining how to compensate Erdkinder teachers who give up prep time to cover for someone who is absent. In effect, they are acting as substitutes. Henry directed HR to review the policy and see if it makes sense. What is missing is a set of requirements defining what constitutes subbing and what doesn't--clarity of language will be essential. There are many potential cans of worms this could open. Henry and Lori will try to hammer out details and run it by "various constituencies." Is the point that the teacher is following the sub plan or that the teacher is losing her prep time?

16- Adjourn. 8:58 PM.