

Bluffview Montessori Board of Directors Meeting Minutes- November 18, 2020

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

Non-board Members Present- Sherry Lohmeyer

Members Absent-

1- Meeting was called to order at 6:34 PM.

2- Katie motioned and Molly seconded to approve the agenda for November 18, 2020.

3- Katie motioned and Molly seconded to approve the minutes as amended for October 21, 2020.

Old Business

4- Authorizer Letter: We are in with VOA.

New Business

5- Open Forum: Nothing.

6- October Financials: Keeping pre-school open will allow us to receive \$3000 per month from the state. We have some budgetary lines that can be squeezed to stay on budget if necessary. Compensatory revenue is now looking good.

7- Non-teacher Pay Increases and COVID-related stipends: Henry walked us through the letters of employment reflecting the non-teacher pay increases that were discussed last time as well as the COVID stipends. They were matched against the posted spreadsheet reflecting the percentage increases. Katie moved to approve the Bluffview Salaries Increases Spreadsheet. Molly Seconded. Unanimous approval.

8- Consent Agenda: Teacher Preparation Time document from Governor suggests teachers need more preparation time. We have surveyed teachers to assess prep time compliance and we are. We are doing well with the PPP forgiveness process. Henry updated us on Fundraising Plans. Sherry, Shelly, and Henry are working on an action plan to improve MTSS process. Henry has spent a lot of time updating our World's Best Workforce Report in order to get it to what VOA wants. In that context, we discussed plans for reducing achievement gaps. Katie moved to approve the Consent Agenda. Shelly Seconded. Unanimous approval.

AHOS Agenda: Enrollment is holding steady. Lost one, gained one. Two new applications to Children's House. Also holding steady with the food and nutrition. Sherry walked us through the

at-risk assessment for students under COVID circumstances. Sherry and Henry did a sweep of waiting lists to see who's still on. Apparently, there are still a good number of families waiting to get into Children's House when possible.

We discussed the COVID numbers that are astronomical, but we still have a total of 4 cases for the school year. As a result, we are hoping to stay in the hybrid model for as long as we can sustain it. All evidence is that our model is sustainable. There was considerable discussion around post-Thanksgiving quarantine and the fact that we will stand out after Thanksgiving as one of the only places still in session. Dan mentioned that the optics could be bad if we remain in session and something happens in the school. Most are in favor of continuing as best we can at this point as we have the capacity to do so. Most schools that have gone online have done so because of capacity issues, not because of spread.

9- Letters of Resignation (Tina Smith, Melanie Lenihan): Katie motioned and Molly seconded acceptance of the resignation letters for Tina Smith and Melanie Lenihan. Unanimous approval.

10- Letters of Employment (Sharmaine Johnson): Katie motioned and Molly seconded approval of the letter of employment for Sharmaine Johnson. Unanimous approval.

11- Annual Cycle of Review: MN Human Rights Act: Henry provided a website for review and discussion.

12- Additional New Business:

13- Molly asked for input from the board to the Human Resources Committee regarding what they should be working on now that policies and job descriptions are in order. Henry suggested staff evaluation forms.

14- The meeting was adjourned at 7:55 PM.