

Bluffview Montessori Board of Directors Meeting Minutes- January 19th, 2023

BMS Board Members Present- Shelly Merchlewitz, Ann-Marie Dunbar, Anna Aarre , Meghan booth, Marcy Faircloth

Board Member Absent - Crystal Hegge, Mariah White

Non-board Members Present- Henry Schantzen

Attending via Zoom - Troy Gabler/Michelle Hoffman (CLA), Travis Berends (Bergan KDV)

1- Meeting was called to order at 6:35pm

2- Approve Agenda -

Moved - Shelly 2nd - Marcy approved unanimously

3- Approve Minutes from 12/15/22

Move to approve Anna, 2nd - Shelly, approved unanimously, Marcy Abstain

Old Business

4- Policy 603

Updates made based on questions from December meeting.

Move to approve -- Anna, Second - -Meghan, Unanimous Approval

5 - Policy 906

Discussion, Legal advice recommends adopting MSBA version of policy.

Move to approve MSBA version 906 -- Marcy, Second -- Shelly, approved unanimously

6 - Review Covid Plan

No changes or updates

Move to approve - Shelly, Second -- Marcy, Approved unanimously

New Business

7- Open Forum

8 - Audit Report

Issued a "clean unmodified" review of the 2022 fiscal year.

Key financial highlights for the 2022 fiscal year include the following:

- The unassigned fund balance of the General Fund is at 41.7% of annual expenditures, after a fund balance increase of \$6,800, as of June 30, 2022.

- Overall General Fund revenues were \$2,806,160 as compared to \$2,808,116 of expenditures.
- Net position of the combined entity decreased by \$104,602 from June 30, 2021.

Move to Approve FY 2022 Audit Report -- Marcy, Second -- Meghan, Unanimously Approved

9 - December Financial and Supplemental Reports

Finance Committee was unable to meet due to inclement weather. Board reviewed December Financials.

[Financial Report](#)

Move to approve -- Marcy, Second -- Anna, unanimously approved

10- Consent Agenda

[HOS](#)

- Radon testing came back well
- new hire for Non-Exclusionary Discipline Specialist
- EAP was renewed through Gunderson for staff

Move to approve Consent Agenda - Anna , Second - Shelly unanimously approved

11 - Policies to Decommission: 107, 109, 111, 112, 113, 406, 407, 416A, 431, 631, 750, 755, 756, 797, 798, FFCRA Leave and Leave Request

These policies were either flagged by MSBA as unnecessary, are redundant to new policies, or others such as FFCRA apply to programs that are no longer available. Where applicable, policies will be transitioned to procedures in the staff and family handbooks.

Move to decommission policies 107, 109, 111, 112, 113, 406, 407, 416A, 431, 631, 750, 755, 756, 797, 798, FFCRA Leave and Leave Request - Shelly, Second - Anna, unanimously approved

12- Policy Updates: First Reads: 417, 418

Short discussion, no concerns raised that need to be addressed at this time.

13 - Policy Updates: One read updates: 506, 517, 528, 602, 702, 703, 704

Majority of changes do not change substance of policies but update statute numbers or other minor changes.

Move to approve Policy Updates 506, 517, 528, 602, 702, 703, 704 -- Anna, Second -- Shelly, Unanimously Approved

14 -Annual Cycle of Review: Independent Contractors vs. Employees

15 - Additional new business

16 - Motion to Adjourn -Shelly, Second - Meghan unanimously approved
Adjourn at 8:02pm