

Bluffview Montessori Board of Directors Meeting Minutes-May 26, 2021

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

Non-board Members Present- Sherry Lohmeyer

Members Absent- Erich Lippman, Molly Leifeld

1- Meeting was called to order at 6:03 PM.

2- Katie motioned and Shelly seconded to approve the agenda for May 26, 2021.

3- Katie motioned and Shelly seconded to approve the minutes for April 21, 2021.

Open Forum - none

New Business

5- Financials: Some line items are over with a total deficit at \$36,000; we will break even by the end of the year. Henry spoke about how to implement endowment and donor funds to manage them to the best needs of the school and the fund's purposes.

6- Consent Agenda

-AHOS: Enrollment discussion; we are full across the board, there may be one spot in E2. USDA Food Cost Waiver Program will be extended so students will continue to have free breakfast and lunch for SY 21/22. All students have successfully completed their MCA testing, including all distance learners. Reading is looking steady with math and science having some declines. No results are final. Fastbridge finishes up this week and invitations will go out for summer school as early as this Friday. Classroom placements have started and can change as needed if there is movement during the summer. The parade to celebrate the students is this Friday at noon.

-HOS: Safe learning plan is in place through June 10. Venue celebrations and bridging don't require masks inside or out. Erdkinder graduation will be held at Cotter and follow their safe leaning model. Summer Programming: We've been approved for approximately \$5,000 from one fund, Henry applied for the second one as well and will complete a form after the summer program is complete. There is a formula for how much we will receive.

Trauma Informed Practices: there will be two staff development sessions for next school year.

7- VOA authorizer contract: Henry outlined a few items that are important for the board to remember. Katie motioned and Dan seconded to approve the VOA authorizer contract.

8- Letters of Resignation: Meghan approved and Shelly seconded to approve the letters of resignation for Leifeld, Speltz, Bauer, and Musehl.

9- Letters of Employment: Katie approved and Shelly seconded letters of employment for Brink.

10- Letters of Employment: Katie approved and Meghan seconded letters of employment for Knutson, Kaul, Beckmann, Porter, Johnson M., Windmiller, Soulier.

11- Job Descriptions: Meghan motioned and Shelly seconded to approve the job description for HR Coordinator.

12- Policy Review: Katie motioned and Shelly seconded to approve Policy 501 Enrollment.

13- Montessori Training Discussion, Policy 703: Discussion around how to redraft the payout policy. Henry will draft the policy for the June meeting.

14- Annual Cycle of Review: Pupil Fair Dismissal Act - review, the board is part of the appeals process.

HOS evaluation process- Board members should use the surveys included in the folder to assist with completing the HOS evaluation. Members will complete the eval by June 4. Results will be presented at the June 23 meeting.

Role of the Adult- Katie briefly reviewed the role of the adult.

15- Additional New Business: none

16- Adjournment at 8:31 PM.