

Bluffview Montessori Board of Directors Meeting Minutes- May 18th, 2023

BMS Board Members Present- Ann-Marie Dunbar, Meghan Booth, Crystal Hegge, Mariah White, Shelly Merchlewitz, Anna Aarre

Board Member Absent - Marcy Faircloth

Non-board Members Present - Henry Schantzen, Rod Haenke, Travis Berends, Kim Bell, Jessica McIlirath

1- Meeting was called to order at 6:02 pm

2- Approve Agenda -

Moved - Shelly 2nd - Anna approved unanimously

3- Approve Minutes from 4/20/23

Move to approve Crystal, 2nd - Shelly, approved unanimously

4- Approve minutes from 5/11/23 Annual Meeting

Move to approve as amended - Anna, Second - Mariah, approved unanimously

Old Business

5 - Dress Code Draft, Policy 506

- Strike abdomen
- Strike children's house to allow hard-soled for any student.

Move to have Henry make revisions and bring for final approval at the next meeting - Shelly, Second - Crystal, approved unanimously

New Business

6 - Open Forum

7 - April Financial and Supplemental Reports

- Average Daily Membership (ADM) Overview –
 - Original Budget: 212
 - Working Budget: 212
 - Current ADM: 212
- The school's original budgeted deficit for the year is \$25,750 a projected cumulative fund
- balance of \$1,155,620 or 35.6% of expenditures at fiscal year-end.
- The school's working budgeted deficit for the year is \$141,509 a projected cumulative fund
- balance of \$1,090,031 or 32.7% of expenditures at fiscal year-end

- Projected Days Cash on Hand for the projected fiscal year-end is 123 days. Above 30 days
- meets minimum bond covenants.
- Balance of the BMS Building Corporation capital improvement fund for the year is \$88,220.
- Projected Debt Service Coverage Ratio at fiscal year-end is 1.04. Above 1.10x or 1.0x with 90
- days cash on hand meets minimum bond covenants

Move to approve April Financials and supplemental Reports - Shelly, 2nd - Crystal, approved unanimously

8 - Budget: Revised FT23' and Proposed FY 24'

- Jump from 19% to 31% Free and reduced lunch
- 4% revenue increase from state funding
- Due to no enrolled ELL students, loss of \$14,000 of funding
- Salaries increased 3%
- Controlled spend down due to ending ESSER and Covid related funding
- Discussion around SPED funding due to expected increase in SPED students

Move to approve Revised FT23' and Proposed FY 24' Budget -- Crystal, second -- Shelly, Unanimously approved

9 - Consent Agenda

[HOS](#)

[AHOS](#)

Discussion focused around survey responses. In particular communication around academics and Montessori terms related to academics.

Move to approve Crystal, 2nd - Mariah, approved unanimously

10 - Policy updates: Single Reads: 204, 205, 401, 402, 403, 408, 419, 427, 514, 516, 520, 521

Move to approve 204, 205, 401, 402, 403, 408, 419, 427, 514, 516, 520, 521

- Crystal, Second - Shelly, unanimously approved.

11 -Policy updates: First Reads: 903

Discussion around instances with parents getting flagged if screening all adults.

12 - Updated Behavioral Interventionist Job Description

Move to approve updated BI Job Description - Shelly, Second - Anna, unanimously approved

13 - Annual Cycle of Review:

Plan HOS evaluation -- Anne-Marie explains process and survey should be completed by June 9th.

Montessori Philosophy: The Role of the Teacher

14 - BOD retreat to address Strategic Plan

May 23 from 3pm-6pm

15 - Additional new business

16 - Adjourn

Move to Adjourn - Crystal , Second - Meghan

Adjourn at 7:41pm