

## **Bluffview Montessori Board of Directors Special Meeting Minutes- August 19, 2020**

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

Members Absent- Shelly Merchlewitz

Others Present-

1- Meeting was called to order at 6:33 PM.

2- Katie motioned and Molly seconded to approve the agenda for August 13, 2020.

3- Katie motioned and Molly seconded to approve the minutes as amended for July 16, 2020.

4- Katie motioned and Molly seconded to approve the minutes for July 30, 2020.

5- Katie motioned and Meghan seconded to approve the minutes as amended for August 13, 2020.

### **Old Business**

6- Authorizer Search Update: Katie, Henry, and Ann-Marie interviewed the proposed authorizers. Ann-Marie was impressed with the Guild--highly organized, personable, experienced. VoA was also good but they had some quirks regarding labeling pre-K. They also brought a Head of School to testify to their value. Katie was also comfortable with both, but was also bothered by rebranding preschool, but VoA perhaps had better networking. Both would be beneficial for us. Henry is leaning toward VoA partially because of a posting board run by the heads of school. He doesn't expect the preschool issue to be a problem. Their responsiveness and level of engagement is much higher than the Guild. They also vette their schools closely. Since MDE has approved our preschool as such, it's a non-issue. Meghan motioned and Katie seconded approval of Volunteers of America as our new authorizer.

7- Job Descriptions: Katie motioned and Molly seconded approval of all job descriptions. Unanimous approval. Sherry was asked to put the date of approval on each job description so future boards can have a chronological point of reference.

### **New Business**

8- Open Forum--nothing.

9- July Financials: There was some discussion of the additional funds coming in for Covid relief. It appears that we have adequate financial resources for most foreseeable situations.

10- Consent Agenda:

Have been discussing how to get information out to people in the clearest way possible about fall planning. The first step is to nail down our schedule. Some expansions and contractions of periods will need to be made in order to accommodate safety processes. HBC has updated much of our hardware, including putting hotspots in places where necessary. It has dramatically increased internet functionality throughout the building. We have become members of the Minnesota Montessori Network and the MSBA to increase access to resources and networking. We discussed field experience requests from WSU and Saint Mary's and few teachers could imagine how we could let student teachers in safely given the intent to limit access. We are putting an ad in the paper for a floating elementary teacher as well as some paras and a janitor.

Sherry reported that we are full across the board in terms of enrollment except for one spot in 4th grade. 31 students are currently opting for distance learning. We're anticipating 25-30% opting for distance learning in the end. Enrollment could still increase across the board in pre-school. Sherry also discussed the changes to Title IX and what that will require at the administrative level. She also discussed Ingenuity for online education and how those resources will be coordinated.

11- Letters of Resignation: Katie motioned and Meghan seconded to approve letters of resignation from Heim, R.; Heim, C.; O'Grady, K.; Fink, B. Unanimous approval.

12- Letters of Employment: Katie motioned and Molly seconded approval of letter of employment for Berg, S. Unanimous approval. Katie motioned and Molly seconded approval of letter of employment for Speltz, A. Unanimous approval. Katie motioned and Molly seconded approval of letter of employment for E2 for Musehl, S. Unanimous approval. Katie motioned and Molly seconded approval of letter of employment for Schillerstrom, A. Unanimous approval.

13- Face Covering Policy: There was discussion of what constitutes a face covering, what new research indicates about transmission, etc. Katie motioned and Molly seconded approval of Policy 113. Unanimous approval.

14- FFCRA Policy: Katie motioned and Molly seconded approval of the Emergency Paid Sick Leave and FMLA-Public Health Emergency Leave Policy.

15- Further Fall-planning Discussion: Katie motioned and Molly seconded approval of Learning Model Resolution 2020-2021, which will allow the HOS to allow emergency decisions without board consent regarding learning models if the situation necessitates. We discussed how hybrid model groups would be organized and what information we needed to understand how best to organize those groups.

16- Annual Cycle of Review: Katie walked us through the Sensitive Period document.

17- Additional New Business: Henry also walked us through the allocation process for increasing staff salaries from the large donation intended for that purpose. Katie motioned and Dan seconded to increase the base salary of the BMS teacher salary scale to \$30,000 reflecting a 15% increase. The Head of School will receive the same 15% increase. Unanimous approval.

18- Adjourned at 8:38 PM.