

Bluffview Montessori Board of Directors Meeting Minutes- August 21, 2019

BMS Board Members Present- Ann-Marie Dunbar, Erich Lippman, Kelly Dicke, Molly Leifeld, Katie Kinneberg, and Henry Schantzen

Board Members Absent:

Others in attendance: Lori Cloutier

1- Meeting was called to order at 6:04pm.

2- Katie motioned and Molly seconded to approve the agenda as amended for August 21, 2019.

10a- Lori's Report: We are full and over-enrolled in Kindergarten and 5th grade because of anticipated departures. Employment has been difficult. Letter of resignation came in this afternoon. Dawn Cassidy announced verbally her intent to leave. We are looking for 2 paras. Lori, Erich, and Marcy met to discuss Goal 2 of the Strategic Plan. Question: Can we have a stipend for the Main Coordinator Position? Nobody objected. There was discussion about how to attach a stipend to a full- or part-time position. Likely to approach part-time staff.

3- Katie motioned and Molly seconded to approve minutes from the Board Meeting on July 18, 2019.

4- Katie motioned and Molly seconded to approve minutes from the Board Retreat on August 9, 2019.

5- HOS Evaluation: Ann Marie gave a laudatory report on the Head of School Evaluation results. Suggestions for improvement largely came from parent/staff surveys, mostly revolving around communication. Henry will be doing Leadership Core with Chamber of Commerce and is pursuing other professional development opportunities. Discussion of related topics.

6- Policy 712: Tabled.

7- Designate 3rd BMS Building Corp member: Tabled.

8- Open Forum.

9- July Financials: Biggest take-away: We've gone from \$111,000 in black to \$87,000, which is good. Milk cooler and pergola bumped over from last year's budget to this year's as a result of the large surplus.

10b- Consent Agenda (Henry): Discussion of ACA reporting. Push-button door openers installed. April Finucane will be our new nurse from Winona Health this year. Report on maintenance

issues related to the Building Corp. Expensive air-conditioner replacements. Depression in the parking lot is being repaired. It wasn't far from being a sinkhole. Two manholes have been repaired. Kaia's Garden is coming along quite well. Katie, Wayne, and Andy have done a great job getting it ready for the school year. Several mental health programming options this upcoming year. New website is live (as of 8/19/19). RSS feed should improve communication with parents. We will be getting a new copy machine--should save \$185/month. Title I and II applications are nearly complete. We are continuing our contract with the ORC for cleaning. MCA/Northstar reports are under embargo until 8/29.

11- Letters of Resignation: Karen Dulak. Katie moved to approve, Molly seconded.

12- Letters of Employment: Melanie Lenihan, Linda Salzmann. Katie moved to approve, Molly seconded.

13- Staff Resource Reinvestment Procedure review: 4th Paragraph problem: Henry suggests doing it by FTE for everyone rather than dividing by position. Delete everything after "year." Maintains equity. He also suggests changing note to "30% of all funds." Conditions remain the same. Katie moved to approve Procedure as amended, Molly seconded.

14- Kim Bell's Lane Change: Katie moved to approve, Molly seconded.

15- 403(b) Plan: Makes us compliant with IRS. Katie moved to approve, Molly seconded.

16- Discuss Potential New Board Members: Meghan Booth has said yes and will be appointed at next meeting. We are waiting on a second.

17- Annual Cycle of Review: Ongoing discussion revisiting strategic planning from board retreat. Discussion of Human Needs and Tendencies in the Montessori tradition. Physical and spiritual needs met in different ways. 4 basic tendencies: explore (with senses), orientation (inner and outer), love of order, and communication (both a need and a tendency).

18- Additional New Business:

Dawn Cassady resigned verbally. Katie moved to accept, Molly seconded. Approved.

Cooperative agreement with 861 allows students to be bussed by YMCA to play sports under 861's banner. Cotter has stopped paying into the agreement so are opting out. Katie moved to approve the cooperative agreement, Molly seconded. Unanimously approved.

19- Adjournment: 7:42 PM.