

## **Bluffview Montessori Board of Directors Meeting Minutes- September 16, 2020**

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

Members Absent-Dan Kirk

Others Present-

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

2- Katie motioned and Shelly seconded to approve the agenda for September 16, 2020.

3- Katie motioned and Meghan seconded to approve the minutes as amended for August 19, 2020.

### **Old Business**

4- VOA Letter of Intent: Henry walked us through the VOA evaluation of our application. Asked us to write up a blurb about ourselves and why we're good board members at VOA's request. Overall, so far so good.

### **New Business**

5- Open Forum: Nothing.

6- Laura Eddy Presentation: Laura walked us through the Community Assessment Study process and results, analyzing what was said (see board documents).

7- August Financials: Obviously we've lost ground due to the need to shift to a hybrid/distance-learning model, but our fiscal conservatism has allowed us to weather the financial storm so far. Enrollment has dipped slightly, but not terribly, and we've been able to keep everyone employed.

8- Consent Agenda: AHOS: Stable enrollment in younger grades except for a slight dip in 4th grade. Distance learning has gone up by a few. Spirits are high and everyone is up and running. The school lunch program has taken off as well with 36 families signed up after the first day.

HOS: PPP loan portal is not open. We will need new boilers for the main building, which will cost \$37,000 on high-efficiency boilers. Pipes in the new building are starting to burst, so we will need to replace those. It should be less than \$20,000. We are continuing to work on the garage. Hybrid and Erdkinder off-site has been working well so far. Sherry's work with the opt-out kids

has been very helpful for the E1 and E2 instructors. We have made efficient use of technology for distribution to students learning at a distance.

9- Letters of Employment: Katie motioned and Molly seconded approval of letters of employment for Olivia Vandenberg and Ashley Petersen. Unanimous approval.

10- Policy 427 Grievance Process for Sexual Harassment Claims: Sherry walked us through this draft policy proposal. Katie motioned and Molly seconded approval of Policy 427 as amended. Unanimous approval.

11- Annual Cycle of Review: We discussed the Whistleblower law as well as the role of independence in the Montessori context.

12- Additional New Business: None.

13- Adjournment: We are adjourned at 7:47 PM.