

La Crescent Montessori and STEM School
Thursday, July 21, 2016
Minutes
1116 South Oak Street, La Crescent, Minnesota
3:30 PM

La Crescent Montessori and STEM School's mission is to empower children to unfold their potential as whole and unique persons in a world community.

Call to Order: 4:46 PM

Roll Call:

Present: Sam Thelemann, Tara Thompson, Ashleigh Bartz, and Melissa Johnson

Absent: Natalie Hafner

Guests: Tammy Stremcha

Approval of July 21, 2016 Meeting Agenda – *Included in agenda packet.

Tara motions to approve the July 21, 2016 meeting agenda.

Second Motion: Sam

Motion 4:0 unanimous

Approval of June 30, 2016 Meeting Minutes – *Included in agenda packet.

Sam motions to approve the June 30, 2016 meeting minutes.

Second Motion: Melissa

Motion 4:0 unanimous

Community Input: None

Board Committee Reports (20 minutes)

Budget/Finance (Tara) – Missing check, but it was found and cleared up and corrected. Payroll was looked at and everything is where it needs to be. Budget and finance asks policy to review the finance policies as a second set of eyes and they have more time to look through them more thoroughly.

Policy (Tammy Stremcha) – Did not meet.

Facility (Natalie) – Tammy speaks on behalf of Natalie. Science lab has begun! The backyard has also begun with planter beds.

PR/Marketing (Melissa and Tara) – Did not meet. Tammy purchased two new banners for us.

Personnel (Melissa) – Met July 19, and did an interview for AP.

Curriculum (Sam) – Met July 10, talked about the summer reading program and are meeting in August to put the bags together.

Technology (Ashleigh) – Meeting August 5th.

Board Governance (Sam) – Working on finalizing plans for the retreat.

Past Business

Report: Director of Financial Operations (Tammy) – Continues to do monthly reports and management. Implementing Title 1. Scheduling tutors and enrollment.

Report: Epicenter Update (Tammy) – Up to date.

Report: Co-Lead Teacher (Melissa) – Setting up tours for potential students and following up with past students.

Report: Co- Lead Teacher (Joseph) – Term has expired.

Discuss Head of School - Melissa needs to refresh postings. Board members need to sent questions to Melissa.

From last meeting:

What we need at this point?

Teacher evaluations

Curriculum expansion

Report writing

Melissa will make sure HOS job descriptions are updated on all necessary online postings.

Joseph will post HOS job descriptions on new websites.

MACs

Montessori Center of Minnesota

Board members will start forwarding questions they have to ask a potential consultant until full-time HOS is filled.

Present Business

Approval of June 2016 Expenditures – *Included in agenda packet.

Melissa motions to approve the June 2016 expenditure.

Second Motion: Tara

Motion: 4:0 unanimous

Approval of June 2016 Bank Reconciliation- *Included in agenda packet.

Tara motions to approve the June 2016 Bank Reconciliation.

Second Motion: Sam

Motion 4:0 unanimous

Review of Balance Sheet, Income Statement, Cash flow, Enrollment Reports, and Financial Statement Report for June 2016 – *Included in agenda packet.

Approval of the hire of Taylor Gruszka as a full-time AP teacher -

Sam motions to approve the hire of Taylor Gruszka as a full-time AP teacher.

Second Motion: Melissa

Motion 4:0 unanimous

Discuss Board Retreat - October 8th and 9th works for all members at this point. Governance will look into Lansboro: Iron Horse.

Last meeting: Keep it local. Change weekend to an October 8th and 9th? Have it at the Hub in town; can bring food in. Will have a PowerPoint. Team building exercises. Keep communicating through e-mail.

Discuss Annual Report - Due November 1st. Needs to be board Approved. Need finished by our October meeting.

Discuss Environmental Survey - Sam will work on this.

Discuss EE Workshop - Sam will e-mail Erin.

Future Business

Adjournment - 5:16 PM

Sam motions to approve adjournment of the board meeting at 5:16 PM.

Second Motion: Ashleigh

Motion: 4:0 unanimous

**Next Board Meeting date: August 18, 2016 at 3:30 PM.*