

La Crescent Montessori and STEM School
Thursday, September 21, 2017
Official Minutes
1116 S. 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: 3:35 PM

Roll Call:

Present: Sam Thelemann, Melissa Johnson, and Kate Garfin
Absent: Tara Thompson and Natalie Hafner
Guests: Tammy Stremcha and Stephanie Wehman

Approval of September 21, 2017 Meeting Agenda – *Included in agenda packet.

Kate motions to approve the September 21, 2017 meeting agenda.
Second Motion: Melissa
Discussion: Add PR report
Motion 3:0 unanimous

Approval of August 17, 2017 Meeting Minutes – *Included in agenda packet.

Melissa motions to approve the August 17, 2017 meeting minutes.
Second Motion: Kate
Discussion:
Motion 3:0 unanimous

Approval of August 31, 2017 Meeting Minutes – *Included in agenda packet.

Melissa motions to approve the August 31, 2017 meeting minutes.
Second Motion: Kate
Discussion:
Motion 3:0 unanimous

Community Input: None

Board Committee Reports (20 minutes)

Budget/Finance (Tara) – Did not meet; did not have quorum.

***3:45 Natalie entered meeting.**

Policy (Tammy) – Did not meet.

Facility (Natalie) – Did not meet.

PR/Marketing (Melissa Crowley) – Met Tuesday, August 22, at 7:30 pm at LMSS.

Applefest pencils had been purchased and labels made. The Committee set up a volunteer work day after school to get them done for the parade. Reviewed and edited

our advertisement to submit to Coulee Parenting Connection. We received a great bid from them to advertise. \$1,466.25 for three publications. (This rate is actually the 6 issues price, along with 15percent off for non-profit status.) We can add any and all events for free to their website starting now! Next meeting: Tuesday, September 26 at 7:30 pm at LMSS.

Personnel (Melissa) – Did not meet.

Curriculum (Kate) – Did not meet. Professional Development Money Update: Curriculum was waiting on finance to tell us how much money we had for STEM PD. However, at the staff meeting the staff requested we split up PD money for each teacher to spend as they please and utilize the other ideas curriculum brainstormed to make our STEM curriculum more obvious. Teachers are still encouraged to participate in a STEM PD if they feel they need to understand STEM more. Other ideas included to up our STEM presence include: STEM section on website

Adding more STEM links to our Facebook

Creating a STEM activity of the month and posting on Facebook and in the newsletter.

Technology (Taylor) – Did not receive a report.

Governance (Tammy) – Stephanie put together our training for today.

Present Business

Reports –

DO (Tammy): Was absent and has nothing to report.

Epicenter (Tammy): Up-to-date

Head of School (Stephanie):

- The 2017-2018 school year is off to a great start. It is great to have staff and students back in the building learning and growing together. I am enjoying my time at LMSS and am especially happy to “get to work.”
- I have been able to attend several classroom events in the past few weeks including the AP potluck and pop-up art show, E2 skits, and CH birthday celebrations. I look forward to spending more time observing in classrooms now that the year is underway.
- I was also able to attend the *Our Whole Lives* (OWL) parent information session that was facilitated by Taylor and Kate on September 6. The presentation was informative and interactive and the OWL program sounds like a terrific opportunity for our AP students.
- Tammy continues to be helpful to me as I get used to the systems in place at LMSS. We are working on coordinating procedures and processes in the office.
- Because we will be revising some of our goals with ACNW, Tammy and I reviewed the past two years’ data. We updated spreadsheets with the new AIMSweb information we will need for our revised goals.
- We have been unable to find a local speech therapist to serve our students needing speech services. I have investigated and evaluated a few online providers. Our SPED Director recommended Global Teletherapy and I was pleased with the demo lesson and

communication I had with their representative. They have a licensed provider who will begin working with our students next week.

- We are still in need of a nurse. I have contacted a few individuals directly and one is considering applying for the position. If she does not apply or is not hired, we will need to repost.
- I will be serving as Zach's (AP math) cooperating teacher and have set up weekly meetings with him for the semester.
- I am co-chairing the UWL Montessori Conference in January and I am thrilled that many LMSS educators will be presenting sessions at the conference. Kate, Ashleigh and Tami submitted proposals and all were accepted!
- I would like to see the board revisit the budget to include classroom funds in the budget. I will spend time with Tammy digging into the budget and coming up with some recommendations to present to the board at the October meeting.

Current Enrollment

PK	K	1	2	3	4	5	6	7	8	9	10	11	12
11	7	7	2	7	4	9	7	2	4	5	2	2	1
12	7	16			20			16					
PK	Charter School												Total enrollment
12	59												

**The budget is extremely tight, Tammy and Stephanie will brainstorm possible solutions and send them to the board.

Approval of Taylor Gruszka to attend Project Learning Tree at a cost of \$40.00, with an addition \$25.00 to purchase the corresponding activity guide – *Sample lesson included in agenda packet.

motions to approve Taylor Gruszka to attend Project Learning Tree at a cost of \$40.00, with an addition \$25.00 to purchase the corresponding activity guide.

Second Motion:

Discussion: Project learning Tree is a program organized by the DNR that was introduced to me at the ACNW EE Teacher workshop, and includes activities for grades PreK-8 with the option of further training for high school level activities. "PLT's lessons use forests as a "window on the world," where trees, land, air, water, and wildlife help students excel in reading, writing, math, science, and social studies. These engaging, hands-on lessons have been developed by hundreds of educators and natural resource experts from around the country." In addition, completion of the training opens the school up to participation in the GreenWorks grant program with grants as high as \$1,000 awarded annually. Project Learning Tree is a great material that can help satisfy our EE goals for

all grade levels, provide more opportunities for outdoor learning, and open the school up to more grant opportunities.

Motion

**The board is going to send this request to the head of school for approval

Board Training (20 Minutes) – Open Meeting Law

Discuss LMSS Budget Review Letter from ACNW – *Included in agenda packet.

Did you touch base with David? Yes- the wrong file was given to ACNW. The correct file was e-mailed to David and it was discussed. By November the board will see a revised budget in regard to numbers.

Why is there a \$8,000 gap in the lease aid? –It is because of lease-aid revenue. It was marked as \$10,000, but should have been \$8,000.

Fund transfer of \$45,000? – Was not a fund transfer, it was an account transfer from savings to checking.

Approval of Contract Amendments between ACNW and LMSS – *Included in agenda packet

Sam motions to approve the Contract Amendments between ACNW and LMSS.

Second Motion: Melissa

Discussion: ACNW has been working with the school to update the academic goals included in the school's charter contract. In addition to the revisions we originally proposed, we have also accepted the revisions proposed by the school (see Exhibit G, measures 3.1-3.2, 4.1). In order to incorporate those new goals into the charter contract, a contract amendment needs to be approved by the school's board of directors at a public board meeting.

The following documents are included:

1. The contract amendment, ***to be signed by the board chair upon board approval.***
2. Board assurance form ***that must be signed by each board member.***
3. The revised Exhibit G - revised academic goals.
4. The revised Exhibit P - ongoing evaluation criteria that aligns to the revised goals.
5. The current full contract.

The school's board of directors will need to approve the contract amendment at a public meeting of the board.

After the amendment has been approved, scan and send all the signed documents (amendment and board assurances) to Mike Schultz at

admin@auduboncharterschools.org. Mike will then have David sign the contract amendment, and then he will submit the revised contract to MDE.

**Please note that we have reduced our requirement for employee dishonesty insurance coverage from \$500,000 to \$100,000 (if not included in schools' general liability coverage), so that change is reflected in this contract amendment.

Motion 4:0 unanimous

Discuss ACNW Leader's Retreat – November 10-11. This year's event will emphasize mission-informed evaluation. Members will learn about how to lead in a way that fosters innovative evaluation, promotes quality academic outcomes for all students, and supports overall school quality. ACNW staff will also be on hand for conversation and to provide updates on the year ahead.

[Register online](#) by Friday, October 27. Pre-registration is required. The Charter School Division will cover expenses for up to two attendees per school. Each additional attendee is \$120/person.

Who goes to this? – The board feels everyone would benefit from going to this. Melissa will check in to Tara about attending.

Discuss the idea of asking policy about only enrolling students after their paperwork is in (Kate) – Is it illegal to say students can't attend because of missing documents.

Future Business

Adjournment –

Melissa motions to approve adjournment of the board meeting at 4:43 PM.

Second Motion: Natalie

Discussion:

Motion 4:0 unanimous

* Next board meeting date: October 26, 2017 at 3:30 PM.