

**La Crescent Montessori and STEM School**  
**Thursday, October 30, 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:** 3:34 PM

**Roll Call:**

Present: Kate Garfin, Melissa Johnson, and Sam Thelemann

Absent: Natalie Hafner and Tara Thompson

Guests: Tammy Stremcha and Stephanie Wehman

**Approval of October 30, 2017 Meeting Agenda** – \*Included in agenda packet.

Kate motions to approve the October 30, 2017 meeting agenda.

Second Motion: Melissa

Discussion:

Motion 3:0 unanimous

**Approval of October 26, 2017 Meeting Minutes** – \*Included in agenda packet.

Melissa motions to approve the October 26, 2017 meeting minutes.

Second Motion: Kate

Discussion: Should there be reevaluation

Motion 0:3 motion fails, the minutes will be revisited at the next meeting.

**Natalie entered the meeting 3:38 PM.**

**Community Input:** None

**Board Committee Reports (20 minutes)**

**Budget/Finance (Tara)** – Did not meet.

**Policy (Tammy)** – There is a policy for renewal. Met Thursday October 26<sup>th</sup> at 5:15.

**Governance (Tammy)** – Did not meet.

**Present Business**

**Reports –**

**DO (Tammy):** Continuing to work on reports.

**Epicenter (Tammy):** Up-to-date

**Head of School (Stephanie):** Nothing new to report. Same as last week's report.

**Approval of Head of School's Professional Development Plan** – \*Included in October 26<sup>th</sup> agenda packet.

Kate motions to approve the Head of School's professional development plan.

Second Motion: Natalie

Discussion:

Motion 4:0 unanimous

**Approval of the Annual Report** – \*Included in agenda packet.

Sam motions to approve the Annual Report with said changes.

Second Motion: Melissa

Discussion: Typo on composer graph on page 38. Page 52 and 53 the expiration dates are not in unison. Graph on page 59 is hard to read. Page 40 change North America to Asia and Africa and add Mississippi River Flyway Zone with pre/ post- test. Page 53 remove deservedly so for Jolene Engle.

Motion 4:0 unanimous

- From last meeting:

**Review Annual Report** – \*Included in agenda packet.

Are all necessary items in the report? Formatting, pictures, condensing, and WBWF description of budget.

When is this due? November 1<sup>st</sup>.

Approval of the annual report will be at the next board meeting.

**Approval of head of school as ex-officio on the board** –

Kate motions to approve the Head of School as ex-officio on the board.

Second Motion: Sam

Discussion: This does not mean we have to change our by-laws. Stephanie will add into Head of School job description.

Motion 4:0 unanimous

**Approval of changes made to the Policy Development and Review Policy** –

Kate motions to approve the changes made to the Policy Development and Review Policy.

Second Motion: Melissa

Discussion: Clarification on how to pass new versus existing policies.

Motion 4:0 unanimous

**Approval of FY18 Revised Budget** – \*Included in agenda packet.

Sam motions to approve the FY18 Revised Budget using option one eliminating conference.

Second Motion: Melissa

Discussion: We started by comparing the fund balance that will be changing between the three different budget options. We discussed this is an anomaly compared to past

years; it is off trend for us. We discussed appointing HOS to compose two new committees: Enrollment Retention and Enrollment Recruitment. In February, the budget will be discussed as this is when we will start looking at budget for FY19.

Motion 4:0 unanimous

**Approval of Reauthorization Contract with ACNW – \*Included in agenda packet.**

Melissa motions to approve the Reauthorization Contract with ACNW with said changes.

Second Motion: Kate

Discussion: A bio from Natalie and Melissa still need to be entered. There will be a small explanation of our future budget plan moving forward added to the appendix.

Motion 4:0 unanimous

- From last board meeting:

**Review Reauthorization Contract with ACNW – \*Options from Tammy and Stephanie for budget included in agenda packet.**

What is our fund balance? As of September 30<sup>th</sup>, \$278,911.00 (this is an unaudited number for management purposes only)

The school has a checking account and a savings account.

Checking= \$59,000.00 (a second disbursement from the state still needs to be disbursed) All expenditures from this account.

Savings= \$72,000.00 Nothing pulls from the savings account. We did pull for the construction this year.

What number would take us down to 25% in our fund balance?

With all said and done, we would be taking a loss of approximately \$123,000.00.

This amount would take of our fund balance to 10%.

Board recommendations

- Cancel Montessori conference
- Create two budgets, one with excess aid and one without the excess aid

Recommended plan ideas to not be in this situation for next year.

- Increase enrollment
  - o Possibly have a committee to focus on increasing enrollment
  - o A retention and recruitment plan

**Discuss changing the school's by-laws that currently state the board has a teacher majority and create a non-teacher majority board of two teachers, two parents, and one community member –**

Pros for teacher majority: teacher autonomy and empowerment, ensures teachers are represented.

Cons for teacher majority: limited teachers, less diversity

At this point the board feels changing our by-laws will be a disservice to the school. We will continue with a teacher-majority board.

**Future Business**

**Adjournment –**

Sam motions to approve adjournment of the board meeting at 4:31 PM.

Second Motion: Kate

Discussion:

Motion 4:0 unanimous

\* Next board meeting date: November 16, 2017 at 3:30 PM.