

LMSS Policy Committee Official Meeting Minutes - Wednesday April 13 , 2016

Call to Order: 5:44pm

Present: Molly Troth, Natalie Hafner, Tara Thompson, Heather Murphy, Tammy Stremcha, Kelsey Holstlander

Absent: Amy Miller, Tammy Wildl, Melissa Johnson

Guests: None

Approval of April 13, 2016 Policy Committee Meeting Agenda:

Tara Thompson motions to approve April 13, 2016 Policy Committee Meeting Agenda

Kelsey Holstlander 2nds motion to approve April 12, 2016 Policy Committee Meeting Agenda

Motion Passes: 6:0

Approval of March 7, 2016 Policy Committee Meeting Minutes

Molly Troth motions to approve March 7, 2016

Natalie Hafner 2nds motion to approve March 7, 2016 policy committee meeting minutes

Motion Passes: 6:0

Update on policies reviewed and presented to board at the last meeting.

Tammy gave update on the status of the policies reviewed at the March LMSS board meeting.

Facility User Policy - Reviewed current policy dated 11/20/13

After discussion of policy, changes will be made to the policy to be presented for board approval

Heather Murphy motions to approve the policy to be submitted to the board for official approval with the changes made in discussion.

Tara Thompson 2nds the motion

**brought up that policies going forward should keep the same template when re-writing them to include: Purpose, Definition and Legal References. Kelsey Holstlander offered to assist on writing the Purpose portion of the policies

Motion Passes: 6:0

Holiday Celebration - Reviewed current policy dated 12/14/99

After discussion of policy, this policy is no longer an active policy. This policy is now known as Religious Accommodation Policy effective 11/16/11

Religious Accommodation Policy - Reviewed current policy dated 11/16/11

After discussion of policy, changes to the title and contents will be made to the policy to be presented for board approval.

Heather Murphy motions to approve the policy to be submitted to the board for official approval with the changes made in discussion.

Molly Troth 2nds the motion

Motion passes 6:0

Melissa Johnson joined meeting at 6:45pm

Bullying, Harassment, Intimidation and Discrimination Policy - Reviewed current policy dated 2/19/15

After discussion of policy, changes will be made to the policy to be presented for board approval

Melissa Johnson Motions to approve the policy to be submitted to the board for official approval with the changes made in discussion.

Kelsey Holstlander 2nds the motion.

Motion passes: 7:0

Reviewing Accident/Injury/Incident Logs Policy - Reviewed current policy dated 1/25/00

After discussion of policy, changes will be made to the policy to be presented for board approval

Heather Murphy motions to approve the policy to be submitted to the board for official approval with the changes made in discussion.

Molly Troth 2nds the motion

Motion Passes: 7:0

Employee Discount Policy - Reviewed current policy dated 6/26/13

Reviewed LMSS Staff survey on Benefits and the Employee Discount Policy. Survey gave lots of statistical information to review. Discussion on the policy still proceeded.

Melissa Johnson Motioned to approve the policy with the following to be submitted to the board for official approval: It is highly desirable for children of staff members to be enrolled at LMSS. To encourage staff members (anyone under an employment agreement with LMSS) to enroll their children in the fee based classrooms, the following time for time discount will apply as space is available. A 100% reduction of tuition (\$36,000 school wide total benefit with overage to be split amongst each child participating) for all children of staff in the pre-school and out of state K-12 programs will be honored. In the event additional staff is required for a program in which a staff members child(ren) is/are enrolled, a team consisting of the Head of School, Director of Financial Operations and Board President (in the event a conflict of interest arises, another third party will be appointed), will meet to review the current policy and decide if rates are fiscally responsible and fair. ****Although the tuition is waived, staff members must note this fringe benefit applies to general education purposes only and will be taxes appropriately****

Tammy Stremcha 2nds the motion

Motion Passes: 6:0

Tara Thompson left the meeting at 7:20 pm

Next Meeting - Wednesday May 11th, 2016 at 5:30pm at LMSS

Natalie Hafner motions to adjourn Policy Committee Meeting

Heather Murphy 2nds motion to adjourn Policy Committee Meeting

Motion Passes: 6:0

Adjourned: 7:57pm