

**La Crescent Montessori and STEM School**  
**Wednesday, September 28, 2016**  
***Policy Committee Minutes***  
**1116 South Oak Street, La Crescent, Minnesota**  
**3:30pm**

*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:** 3:45pm

**Present:** Tammy Stremcha, Natalie Hafner, Melissa Johnson, and Tara Thompson

**Absent:** Molly Troth, Amy Miller

**Guests:**

**Approval of September 28, 2016 Policy Committee Meeting Agenda:**

Natalie motions to approve September 28, 2016 Policy Committee Meeting Agenda  
Tara 2<sup>nd</sup> Motions to approve September 28, 2016 Policy Committee Meeting Agenda  
Motion carried 4:0

**Approval of August 24, 2016 Meeting Minutes:**

Tara motions to approve August 24, 2016 Policy Committee Meeting Minutes  
Natalie 2<sup>nd</sup> the motion to approve August 24, 2016 Policy Committee Meeting Minutes  
Motion carried 4:0

**Update on Board Action with regards to previous policies sent for approval.**

The board approved the following policies: Field Trip Policy, Cash Disbursements Control System, Cash Receipts Control System, and Cash Accounting System. The board would like us to review the Lead Teacher form on the lead teacher job description. Ideas: \*Electronic copy via Google Doc \*Secretary will print a final copy for approval and for the lead teacher binder \*Final lead teacher report will be complete the Monday before the board meetings \*The board needs to make sure the lead teacher is paid appropriately by dates.

**Email Communication:** An email was read from Heather Murphy in regards to the various policies that were reviewed during this meeting. Her opinions and suggestions were discussed and utilized throughout the discussions for each policy.

**District Debt–** Discuss potential changes or updates to the policy.

Natalie motions to approve submitting this policy to the Board of Directors for approval.  
Tara 2<sup>nd</sup> the motion to approve submitting this policy to the Board of Directors for approval.  
Motion carried 4:0

**Fund Balance–** Discuss potential changes to the current policy.

Discussion:

Motions to approve submitting this policy to the Board of Directors for approval.  
2<sup>nd</sup> the motion to approve submitting this policy to the Board for approval.  
Motion

**Fundraising–** Discuss potential changes to the current policy.

Discussion: \*This is being tabled to the next meeting to provide adequate time to review information and ideas.

**Purchasing Policy**– Discuss potential changes to the current policy.

Discussion: \*No changes

Melissa motions to approve submitting this policy to the Board of Directors for approval.

Natalie 2<sup>nd</sup> the motion to approve submitting this policy to the Board for approval.

Motion carried 4:0

**Next Meeting** – October 26, 2016 at 5:30pm.

Tara motions to adjourn Policy Committee Meeting

Natalie 2<sup>nd</sup> Motion to adjourn Policy Committee Meeting

Motion carried 4:0

**Adjourned:** 4:50pm