

**La Crescent Montessori and STEM School**  
**Wednesday, October 26, 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:** 2:42pm

**Present:** Tammy Stremcha, Molly Troth, Natalie Hafner, and Tara Thompson

**Absent:** Amy Miller and Melissa Johnson

**Guests:**

**Approval of October 26, 2016 Policy Committee Meeting Agenda:**

Molly motions to approve October 26, 2016 Policy Committee Meeting Agenda

Tara 2<sup>nd</sup> Motions to approve October 26, 2016 Policy Committee Meeting Agenda

Motion Carried 4:0

**Approval of September 28, 2016 Meeting Minutes:**

Tara motions to approve September 28, 2016 Policy Committee Meeting Minutes

Molly 2<sup>nd</sup> the motion to approve September 28, 2016 Policy Committee Meeting Minutes

Motion Carried 4:0

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

The board meeting is tomorrow, so there is no update at this time.

**Lead Teacher Job Description**– Discuss potential changes or updates to the policy.

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

Molly 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: Questions were raised as to what the policy is trying to measure, SOD or Fund Balance, should the name be updated, what does the percentage look like as a dollar amount, and vic-versa. An email was read from Heather Murphy that asked for this policy to be reviewed by the finance committee prior to having policy committee look at it. It was agreed that the policy committee would forward this policy back to the finance committee for further review.

**Fixed Assets**– Discuss potential changes to the current policy.

Discussion:

Molly 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 for approval.

Motion Carried 4:0

**Accounts Payable Policy**– Discuss potential changes to the current policy.

Discussion:

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

Quorum Update: Discussion was had regarding the difficulty of calling meetings to order based on quorum. Law prohibits a meeting to be called unless 'half plus one' of the committee's members are present (or with the ability to communicate openly with all other 'present' members). It was decided that any member that has not been present for three consecutive meetings will be included in future policy committee communications as an 'inactive' member. All communications will continue to be shared with these members, but they will not be listed as official members, and therefore will not have an effect on quorum to call meetings.

**Next Meeting** – November 16, 2016 at 2:30pm.

Natalie motions to adjourn Policy Committee Meeting

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

Motion Carried 4:0

**Adjourned:** 3:16 pm