

Creekstone Montessori School (CMS) Board of Directors

Regular Meeting Minutes

Monday, March 21, 2022, 6:00pm-8:00pm (CDT)

Google Meet Joining Info

Video call link: <https://meet.google.com/wsa-ebyz-ypf>

Or dial: (US) +1 240-544-6551 PIN: 230 312 982#

Item No.	Item, Conveyor(s), Description Specifics
I.	<p>Call to Order Welcome - <i>Elissa Behnke, Chair</i></p> <ul style="list-style-type: none">• Establish Quorum - 6:07pm; Elissa, Sheena, Perry, Beth, Ron, and Nina (all virtual) - Beth is having technical issues on and off; Dave Conrad joined late• Pledge of Allegiance• Mission Statement• Approval of Meeting Agenda - Perry moves; Ron seconds; passes 6-0
II.	<p>Consent Agenda - <i>Elissa Behnke, Chair</i></p> <p>CMS 02.21.22 Regular Meeting Minutes CMS 03.06.22 Special Meeting Minutes CMS 03.13.22 Special Meeting Minutes</p> <p>Ron moves to approve Consent Agenda; Perry 2nds; passes 5-0</p>

III. **Public Comments** Open - none

IV. **Board Policy Review and Adoption** - *Beth Borgen, Director*

Ist Reading:

Policy 210.2 - Conflict of Interest (Revision)

Policy 300 - Procurement (Revision)

Policy 400.1 - Fair and Open Hiring (Revision)

~~Policy 704 - Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System~~

Policy 318 - Fixed Assets & Depreciation Operating Policy - Payroll

*We are sending these on to MDE (Paula Higgins) as part of our CSP negotiation

2nd Reading and Adoption:

Policy 513 - Student Promotion, Retention, and Program Design - **Beth Motions; Ron 2nds; passes 6-0**

V. **Business of the Board**

Governance - *Beth Borgen, Director & Perry Sekus, Director*

1. **Vote to approve seeking D&O and Liability Insurance costs with Assured Partners - Perry moves; Beth 2nds; motion passes 6-0**

2. Discuss current CMS board vacancies and new board applicants

- Do we have vacancies we need/want to fill?
 - We can have 5-9 members not including the Ex-Officio HoS. We have 3 openings but one of those is for a teacher at CMS
- Ron moves to table the board applicant discussion until further research/conversation with governance committee; Perry 2nds; motions passes 6-0

Enrollment and Admissions - *Beth Borgen, Director & Ron Ward, Treasurer*

1. Open Enrollment Updates

2. Lottery Procedures

3. Plans to develop and distribute Enrollment Packages

- Booked the Library Foot Room for Post-Open Enrollment Informational Meeting Monday April 11, 5:30-6:30pm

	<p><u>Finance</u> - Beth Borgen, Director & Ron Ward, Treasurer</p> <p>1. Vote to approve authorization to seek a line of credit with Propel in the amount of \$10K-\$15K to strictly be used for CSP Grant reimbursement - Ron Moves to approve seeking a line of credit authorization through Propel and Merchants Bank; Beth 2nds; passes 6-0</p> <p>2. Vote to approve contracting with recommended SIS, pending CSP OGAN - Motion by Perry to approve and go with JMC as Student Information System; 2nd by Beth; motion passes 6-0</p> <p>3. Acceptance of the following donations for the purpose of pre-operational school planning: -Donor-Amara Kertesz-Roatch in the amount of \$1000.00 -Donor-Anonymous in the amount of \$500.00 Ron moves to accept donation and send thank you letters; 2nd by Beth; motion passes 6-0</p> <p>4. Review, Discuss, and Revise CSP Grant Planning Budget</p>
<p>VI.</p>	<p>Board Committee Reports & Updates - Board Reports, Updates, and Discussion</p> <ul style="list-style-type: none"> Co-insure with Red Cottage for summer care <p>Priority Items & Designations Next Meeting Dates</p> <p>VII. Other Business - Elissa Behnke, Chair Updates</p> <p>Discussion</p> <p>VIII. Authorizer - MOChA Updates</p> <p>Comments</p> <p>IX. Adjournment - Board; Sheena Tisland, Secretary Recap Action Items</p> <ul style="list-style-type: none"> Create procedure for New Board Member Election Process <p>Beth moves to adjourn; Sheena 2nds</p>