



Creekstone Montessori School (CMS) Board of Directors

Regular Meeting Minutes

Monday, September 19, 2022, 6:00pm-8:00pm (CDT)

Hybrid Style Meeting
Virtual Google Meet Joining Info
Video call link: <https://meet.google.com/ebx-qsib-xmc>
Or dial: (US) +1 641-732-2386 PIN: 185 441 789#
In-Person Joining Info
Creekstone Montessori School
5225 US Hwy 61 #3, Cottage #4
Red Wing, MN 55066

Item No.	Item, Conveyor(s), Description
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I. **Call to Order** *Elissa Behnke, Chair*

Welcome - 6:06pm

- Unable to record due to tech difficulties
- First Board Meeting as an operative school

Establish Quorum - Ron, Elissa, Sheena, Beth, Perry, Dave C, [Dave P, Nancy, Kelsie]

Pledge of Allegiance

Mission Statement

Approval of Meeting Agenda - Perry moves; Ron seconds - motions carries 5-0

II. **Public Comments** - none

III. **Consent Agenda** *Elissa Behnke, Chair*

Consent Agenda:

CMS 08.15.22 Regular Meeting Minutes

CMS Board of Directors Regular Meeting Schedule-09/2022-09/2023

CMS Covid Protocol for 2022-2023

Perry moves to approve the Consent Agenda as presented; Beth seconds

- Elissa suggest pulling the Covid Protocol from the Consent Agenda to have our Contracted RN Kris Klaussen review
- Perry moves; Ron seconds - motion carries 5-0

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

1st Reading:

516 - Student Medication

518 - DNR-DNI Orders

530 - Immunization Requirements

2nd Reading and Adoption:

Policy 305 - Head of School - Beth moves to approve; Perry seconds - motion carries 5-0

Policy 515B - Public Notice of Policy

- Amend title: Parental Rights Regarding Pupil Records
- Beth moves to approve with amendment; Perry seconds - motion carries 5-0

Policy 524 - Acceptable Use Policy for Resources Electronic Information -

- Amend title: Policy and Guidelines for Access to School Technology systems
 - Beth moves to approve; Perry seconds - motion carries 5-0
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V. Business of the Board

Governance *Elissa Behnke, Chair; Perry Sekus, Director; Beth Borgen, Director*

Board Applicants:

1. Follow-up - CMS MN Licensed Teacher Applicant, Holly Kruger

- Elissa reached out to Holly; would like to propose deferring seating a teacher at this time in order to respect and support the time/space of the teachers who are just starting a new school year at a new school. We want to give them time to get settled in their space in a new charter school
- Deferring this does not in any way limit our teachers ability to have a voice on the board—they can attend meetings and reach out, etc.

2. Meet Board Applicant, Ted LaFrance, CMS Parent

- Parent of two boys; has served on the Facilities Committee for many years at former Montessori school in Red Wing

Q&A

Vote to Fill Board Vacancy

CMS Interim Executive Director Contract Extension

Motion to extend the contract of CMS Interim Executive Director, David Conrad, which is set to terminate on September 30, 2022, with details to be determined and negotiated between David Conrad and Board Chair.

- Ron moves; Perry seconds - motion carries 5-0

Finance *Dawn Jenkins, EdFinMN; Ron Ward, Treasurer*

Finance Update

Motion to initiate the process and secure a bridge loan or line of credit up to \$100,000 for the sole purpose of providing payment for items and services eligible to be reimbursed by CSP Grant Implementation 1 funding by CMS Board Chair and CMS Interim Executive Director, in consultation with CMS Financial Business Partner, EdFinMN.

- Beth moves; Ron seconds - motion carries 5-0
 - Important to note this is not unique to CMS. This happens to every start-up school due to working with the state. It's about cash-flow: we have to provide the payment first before receiving the funds from MDE.
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Interim Executive Director Report & Updates *David Conrad, Interim Executive Director*

Report and Updates

- See attached Report sent Mon Sept 19

Early Childhood Toddler Program *Elissa Behnke, Chair; David Conrad, Interim Executive Director*

Toddler Program Pursuance Feasibility Study Follow-Up

Motion to consider deferring the pursuance and offering of a CMS Toddler Early Education Program (ages 1-2) for the 2022-2023 academic year in order to properly carry-out due diligence in determining the feasibility of providing this program in the future and conjointly assessing, identifying and developing CMS's own, unique, quality Montessori programming needs, including Before and After School and Summer Programs

- Motion made by Ron; second by Beth - Motion carries 5-0
- There are a lot of phenomenal things happening that we need to give our attention and focus to. This gives us time to do our due diligence so we can put together an excellent Toddler Program at the right time—a program that is up to the standards we hope for.
- We want to make this decision in a smart way and give it the energy and resources (and physical space) it deserves.

VI. Board Committee Reports & Updates *Board*

Reports, Updates, and Discussion

- Elissa notes TAG is now EdFinMn
- We received our E-certificate of Occupancy

VII. Other Business *Elissa Behnke, Chair*

Updates

Discussion

VIII. Authorizer MOChA

Updates

Comments

IX. Adjournment *Board; Sheena Tisland, Secretary*

- Motion to adjourn made by Perry; second by Ron

Recap Action Items
