



Creekstone Montessori School (CMS) Board of Directors

Regular Meeting Minutes

Monday, January 16, 2023, 6:00pm-8:00pm (CDT)

Hybrid Style Meeting

In-Person Joining Info

Creekstone Montessori School
5225 US Hwy 61 Suite 3, Cottage #4
Red Wing, MN 55066

Virtual ZOOM Meeting Joining Info

Video call link:

<https://us06web.zoom.us/j/81035436178?pwd=Uk10aU1zclg4cmVqdEIMY3BmOWN4dz09>

Meeting ID: 810 3543 6178

Passcode: 692882

Or dial: **(US) +1 309 205 3325, 81035436178#, 692882#**

Item No.	Item, Conveyor(s), Description Specifics
I.	<p>Call to Order <i>Elissa Behnke, Chair</i></p> <p>Welcome - 6:07pm</p> <p>Establish Quorum - Elissa, Beth, Sheena, Ted, Perry, Dave Conrad, Dave Peterson, Kelsie K (Ron absent)</p> <p>Pledge of Allegiance</p> <p>Mission Statement</p> <p>Approval of Meeting Agenda - Perry moves to adopt the meeting agenda as presented; 2nd by Beth; motion passes 5-0</p>
II.	<p>Public Comments Open - no requests</p> <p>Holly Kruger (present at the meeting) asks several questions</p>

II. Consent Agenda *Elissa Behnke, Chair*

Consent Agenda:

CMS 11.21.22 Regular Meeting Minutes

CMS 12.11.22 Special Meeting Minutes

Revised CMS Board of Directors Regular Board Meeting Schedule

Beth motions to approve consent agenda; Ted 2nds; motion carries 5-0

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

1st Reading:

704 - Preschool Tuition Scholarship

2nd Reading and Adoption:

503 - Student Attendance

Motion to approve policy 503 Student Attendance by Beth; 2nd by Perry; motion passes 5-0

V. Business of the Board

<p>VI.</p> <p>VII.</p>	<p>Finance Update <i>Ted LaFrance, Treasurer; Sam O'Brien, EdFinMN; David Conrad, Interim Executive Director</i></p> <ul style="list-style-type: none">● See Document (Financial Packet) <p>Motion to accept the finance statements dated December 31, 2022 as presented.</p> <ul style="list-style-type: none">● Ted Motions to accept; Perry 2nds; motion passes 5-0 <p>Interim Executive Director Report & Updates <i>David Conrad, Interim Executive Director; Kelsie Kuyath, Director of Compliance & Administrative Services; Danielle Mandelkow, Special Education Coordinator</i></p> <ul style="list-style-type: none">● See Document (Director's Report Jan 16, 2023) <p>Motion to approve revisions to Creekstone's 2022-23 Annual School Calendar as presented.</p> <ul style="list-style-type: none">● Conference days move from Feb 16 to April 11 and 13● Motion by Beth; 2nd by Perry; motion passes 4-1 <p>Motion to approve Creekstone Montessori School Flexible Learning Days proposal in the event of future inclement weather school cancellations.</p> <ul style="list-style-type: none">● Danielle talks about ideas for at-home learning days due to weather● Beth moves; Ted 2nds; motion passes 5-0 <p>Enrollment Update</p> <p>Motion to approve dates for 2023-2024 open enrollment period.</p> <ul style="list-style-type: none">● Motion made by Beth; 2nd by Perry; motion passes 5-0 <p>Governance <i>Elissa Behnke, Chair; David Conrad, Interim Executive Director</i></p> <p>Executive Director Position: HR committee to be reprinted for the purposes of updating the job description, developing a hiring process and corresponding timeline, and investigating entities and cost for search process</p> <p>Board Committees <i>David Conrad, Interim Executive Director; Elissa Behnke, Chair</i></p> <p>Bd needs greater clarity of duties before expanding membership. Bd to undergo training for new members and refresher for others.</p> <p>Issues to be addressed by administration:</p> <ul style="list-style-type: none">● 2023-2024 Annual School Calendar Development● Budget Development
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	<ul style="list-style-type: none">● Exploration of 2023 Summer Programming <p>Other Business <i>Elissa Behnke, Chair</i></p>
VIII.	Authorizer <i>MOChA</i>
IX.	<p>Adjournment <i>Board; Sheena Tisland, Secretary</i></p> <p>Recap Action Items</p> <ul style="list-style-type: none">- reprise HR committee to initiate Ex director search- Bd training will be contracted- Enrollment 23-24 needs to commence- A building committee should be initiated <p>Next Meeting Date(s)</p> <ul style="list-style-type: none">● Special Meeting Week of January 22 (Enrollment Purposes)● Regular Meeting February 20, 2023● Motion to adjourn made by Perry; 2nd by Ted