



Creekstone Montessori School (CMS) Board of Directors

Regular Meeting Minutes

Monday, March 20, 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/87625442177?pwd=NWlCMkpvUklseGtXMWZDQ2lwaXNMdz09>

Meeting ID: 876 2544 2177

Passcode: 268000

Or dial: **(US) +1 305 224 1968, 87625442177#, 268000#**

| Item No. | Item, Conveyor(s), Description Specifics |
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| I. | <p>Call to Order <i>Elissa Behnke, Chair</i></p> <ul style="list-style-type: none"> ● Welcome - 6:06pm ● Establish Quorum <ul style="list-style-type: none"> ○ Elissa, Ted, Beth, Sheena, Dave Conrad, Sam O'Brien (Financial Business Partner), Danielle Mandelkow, Kelsie Kuyath ○ Perry joins at 6:25pm ○ Ron is absent ● Pledge of Allegiance ● Mission Statement ● Approval of Meeting Agenda <ul style="list-style-type: none"> ○ Motion by Beth; 2nd by Ted - motion carries 4-0 |
| II. | <p>Public Comments Open - none</p> |
| III. | <p>Consent Agenda <i>Elissa Behnke, Chair</i></p> <p>Consent Agenda: CMS 02.27.23 Regular Meeting Minutes</p> <ul style="list-style-type: none"> ● Motion to approve by Beth; 2nd by Ted - motion carries 4-0 |

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| IV. | <p>Board Policy Review and Adoption <i>Beth Borgen, Director</i></p> <p>1st Reading: 2nd Reading and Adoption: 534 - Student Meals</p> <ul style="list-style-type: none"> ● Motion to approve policy 534 by Beth; 2nd by Ted - motion carries 4-0 |
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V. Business of the Board

Finance *Ted LaFrance, Treasurer; Sam O'Brien, EdFinMN; David Conrad, Interim Executive Director*

Finance Update

Motion to accept the finance statements, dated February 28, 2023, as presented.

- Beth Motions to approve the Feb 28, 2023; 2nd by Sheena - motion carries 5-0
- Sam O'Brien presents (see FEB CMS FS to append)

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| | <p>Interim Executive Director Report & Updates <i>David Conrad, Interim Executive Director; Kelsie Kuyath, Director of Compliance & Administrative Services</i></p> <ul style="list-style-type: none"> ● Discussion on tuition increase ● See Pages 32 and 54 of "March 20, 2023 Creekstone Regular Board Meeting Agenda" packet ● Discussion about increase in numbers due to transitions through the grades ● Discussion about using the LSS building or some sort of portable building for admin and some of the Special Ed Support Services <ul style="list-style-type: none"> ○ Perry Motions that we increase the board authorized enrollment cap in K from 16 to 18 and in 7th grade from 8 to 9. 2nd by Beth - motion carries 5-0 ● Discussion on pre-K tuition increase (See page 48 for 10% increase/investment projection) ● Legislative movement, discussion with MACHs <p>Report and Updates</p> <ul style="list-style-type: none"> ● See page 52 "March 20, 2023 Creekstone Regular Board Meeting Agenda" packet <p>Enrollment Update</p> <ul style="list-style-type: none"> ● See Enrollment Report 3/15/23 ● See 2023-24 Student Number Totals 3/15 |
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| <p>VI.</p> | <p>Board Committees <i>Board Directors</i></p> <p>Updates & Discussion</p> <ul style="list-style-type: none"> ● HR & Personnel <ul style="list-style-type: none"> ○ Posted in a number of locations ○ Timeline may need to be extended ● Facilities <ul style="list-style-type: none"> ○ staff survey tabulated ● 2023-2024 Annual School Calendar Development <ul style="list-style-type: none"> ○ See Dave's report for information ● Exploration of 2023 Summer Programming <ul style="list-style-type: none"> ○ Meeting on March 22, staff survey |
| <p>VII.</p> | <p>Other Business <i>Elissa Behnke, Chair</i></p> <p>Updates & Discussion</p> |
| <p>VIII.</p> | <p>Authorizer <i>MOChA</i></p> <p>Updates & Comments:</p> <ul style="list-style-type: none"> ● invested in future for numbers and facilities yet living in present to meet expected experience |
| <p>IX.</p> | <p>Authorizer visit on April 12, Dave plus 2, Board, teachers, observe classes ~ 10-2</p> <p>Special education update</p> <ul style="list-style-type: none"> ● Danielle surveys sped parents on ESY: interest and academic progress <p>Adjournment <i>Board; Sheena Tisland, Secretary</i></p> <p>Recap Action Items</p> <ul style="list-style-type: none"> ● Training on finance March 21 ● Summer programming committee meets March 22 ● Facilities Team will meet soon <p>Motion by Perry second by Ted to adjourn</p> <p>Next Meeting Date(s)</p> <ul style="list-style-type: none"> ● Training on March 21: finances with EdFin ● Regular Meeting April 17, 2023 |