



Creekstone Montessori School (CMS) Board of Directors

Regular Meeting Minutes

Monday, August 21, 2023, 6:00 p.m.- 8:00 p.m. (CDT)

Hybrid Meeting
In-Person Joining Info

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

Virtual Google Meet Joining Info

Video Call Link: <https://meet.google.com/jmu-xdpd-dto>

Or dial: **(US) +1 385-404-0941 PIN: 443 671 513#**

[August 21, 2023 Creekstone Regular Board Meeting Agenda Packet](#)

Item No.	Item, Conveyor(s), Description
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I.	Call to Order <i>Elissa Behnke, Chair</i>
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- Welcome - 6:03pm
- Establish Quorum - Perry, Ron, Sheena, Ted, Elissa
 - Danielle M, Kelsie K, Nancy D, Kevin Xiong (MoCHA Board Chair), Brad Blue (MoCHA), Joseph Sovine (EdFinMn)
- Pledge of Allegiance
- Mission Statement
- Approval of Meeting Agenda
 - Motion by Perry; second by Ron - motion carries 5-0

II.	Public Comments
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- Open - none

III.	Consent Agenda <i>Elissa Behnke, Chair</i>
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Consent Agenda:

CMS July 17, 2023 Regular Board Meeting Minutes

MOChA July 17, 2023 Regular Board Meeting Observation Form

- **Motion to approve Consent Agenda as presented.**
 - Motion by Ron; second by Ted - motion

IV.	Board Policy Review and Adoption <i>Elissa Behnke, Chair</i> <u>2nd Reading and Adoption:</u>
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Policy 501 - Weapons

Motion to adopt Policy 501 as presented. Elissa motions; Perry seconds - motion carries 5-0

Policy 504 - Dress and Appearance

Motion to adopt Policy 504 as presented. Elissa motions; Perry seconds - motion carries 5-0

Policy 506 - Student Discipline

Motion to adopt Policy 506 as presented. Elissa motions; Perry seconds - motion carries 5-0

Policy 507 - Corporal Punishment

Motion to adopt Policy 507 as presented. Elissa motions; Perry seconds - motion carries 5-0

Policy 525 - Violence Prevention

Motion to adopt Policy 525 as presented. Elissa motions; Perry seconds - motion carries 5-0

V. **Business of the Board**

Finance *Ted LaFrance, Treasurer; Joseph Sovine, EdFinMN*

- **Finance Update**

- Ron: Have we made any headway on an auditor?
 - Ted says not yet, which is not uncommon.
 - There will likely be an extension because many schools are in this position
 - Joseph says even without an auditor, EdFinMn will have financials very soon.
 - Ted: should have everything set up with Merchants Bank tomorrow for a line of credit
 - CSP Imp 1 budget revisions were submitted to MDE and should turn around quickly
 - Riannan from MDE wants CSP Imp 2 by Aug 30
- *Motion to accept July Check Register statement dated August 14, 2023 as provided.*
 - Motion by Perry; second by Ted - motion carries 5-0

Administration Leadership Team *Kelsie Kuyath, Director of Compliance & Administrative Services; Danielle Mandelkow, Assistant Director of Special Education/Student Services & Assessment Coordinator*

- **Enrollment Report**

- See document: [2023-24 Student Enrollment Update 8.15.23.pdf](#)

- **Reports and Updates**

- See document: [School Updates 7.19.23.pdf](#)
- Breakfast and lunch are free for all students this year
- 7:45 start - 2pm end; morning hub will be Burnside and afternoon hub will be Sunnyside
 - We'll need to look at how to get minutes in for Upper EI outside of lunch time
- Open House Tues Aug 29, 5:30 to 6:30p
 - Mon Oct 16, Thur Jan 11, Thur April 11 - Family Ed Nights
- Staff Development with Montessori center in the Cities

Personnel *Perry Sekus, Vice Chair*

- **Updates**

- We have two applicants for HoS but need a broader pool, so we will continue our search in the spring. In the meantime, Nancy Dana will be Hos, onsite 2 days/wk, and Elissa Behnke will be Operations Director, onsite 3 days/wk

- **Discussion**

New Operations Director

- *Motion to accept Elissa Behnke's resignation as Board Chair effective immediately.*
 - Ron moves; Ted seconds - motion carries 4-0
- *Motion to accept and appoint Elissa Behnke as Interim Operations Director, effective August 22, 2023, with terms of independent consultant contract to be negotiated and executed by board chair and Elissa Behnke.*
 - Ted moves; Sheena seconds - motion carries 4-0
- *Motion to accept seating Elissa Behnke as an ex officio board director while fulfilling the role of Interim Operations Director.*
 - Ron motions; Ted seconds - motion carries 4-0
- *Motion to designate Interim Operations Director, Elissa Behnke, to act as an authorized signer on behalf of the Creekstone Montessori School Organization.*
 - Sheena moves; Ron seconds - motion carries 4-0

New Board Chair

- *Board to present motion to nominate Perry Sekus as Creekstone Montessori School Board Chair effective immediately.*
 - Ron motions; Ted seconds - motion carries 4-0
- *Motion to accept and seat Perry Sekus as Board Chair and to act as an authorized signer on behalf of the Creekstone Montessori School Organization effective immediately.*
 - Ron moves; Ted seconds - motion carries 4-0

New Interim Director

- *Motion to accept and appoint Nancy Dana as Interim Executive Director effective September 1, 2023 with terms of independent consultant contract to be negotiated and executed by board chair and Nancy Dana.*
 - Ted moves; Ron seconds - motion carries 4-0
- *Motion to designate Interim Executive Director, Nancy Dana, to act 1) as an authorized signer; 2) as the Identified Official with Authority (IOWA) on behalf of the Creekstone Montessori School organization and to complete and submit EDIAM board resolution to MDE as presented.*
 - Ted motions; Ron seconds - motion carries 4-0
- *Motion to accept seating Nancy Dana as an ex officio board director while fulfilling the role of Interim Executive Director beginning September 1, 2023.*
 - Ron moves; Sheena seconds - motion carries 4-0

Merchants Bank

- *Motion to approve Merchants Bank as CMS bank for the year*
 - Ron motions; Ted seconds - motion carries 4-0

Kraig Kepler is out designated attorney.

RW Republican Eagle is our designated paper.

We post information on our bulletin board in Cottage 4 and on our Website and FB page.

VI. Other Business Board

- Updates
 - We need new board members (staff, parent, and community).
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- We need to create an annual calendar for board meetings, committee meetings, and a budget calendar (for reporting to MDE).
 - We'll need to change ownership of some of the documents Dr. Borgen owned in Google Drive.
- Discussion
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VII. Authorizer *Dr. David Peterson, MOChA Managing Director; Dr. Kevin Xiong, MOChA Board Chair*

- Updates
 - Comments
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VIII. Adjournment *Sheena Tisland, Secretary*

- Recap Action Items
 - Next Meeting Date(s): Regular Board Meeting - September 18, 2023
 - Adjournment - Perry Motions
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