



# Creekstone Montessori School (CMS) Board of Directors

## Board Meeting Notes/Minutes

July 21st, 2025, 5:00 p.m.- 7:00 p.m. (CDT)

Item No.	Item, Conveyor(s), Description	Specifics
I.	<b>Call to Order</b> <i>Perry Sekus, Chair</i>	Welcome Establish Quorum: Perry Sekus, Michelle Sturm, Katelyn Reynolds, Elissa Behnke, Tina Duerkop, Danielle Mandelkow, Ted LaFrance, Cait Larsen, Erica Westfield, Mandy Williams Pledge of Allegiance Mission Statement Approval of Meeting Agenda Motion: Tina Duerkop Second: Ted LaFrance Motion Carries: 4/0
II.	<b>Public Comments</b>	Open No Public Comments No Public Attendees
III.	<b>Conflict of Interest</b> <i>Perry Sekus, Chair</i>	Conflict of Interest Review None Presented
IV.	<b>Consent Agenda</b> <i>Perry Sekus, Chair</i>	<b>Consent Agenda:</b> June 16th, 2025 Annual Meeting Minutes <i>Motion to approve Consent Agenda as presented.</i> Motion: Tina Duerkop Second: Ted LaFrance Motion Carries 4/0
V.	<b>Board Policy Review and Adoption</b> <i>Perry Sekus, Chair</i> <i>Michelle Sturm, Executive Director</i>	<b>First Reading</b> 514 <a href="#">Bullying Prohibition Policy</a> 515 <a href="#">Protection and Privacy of Pupil Records</a> 516 <a href="#">Student Medication</a> 524 <a href="#">Internet Acceptable Use and Safety Policy and Internet Use Agreement – Student Form / Employee Form</a> 503 <a href="#">Student Attendance</a>

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506 [Student Discipline](#)

Please read documents and share any notes with Michelle Katelyn by 8/11

*(Preferred format: Copy policies into own Google doc and red-line edit, then share this doc with Michelle/Katelyn)*

**Final Reading**

August 18th, 2025 Board Meeting

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**VI. Business of the Board**

**Finance**

*Ted LaFrance, Treasurer  
Joseph Sovine, EdFinMN*

**Finance Update**

- FY26 just starting
- Ted asked one question regarding employee benefits

**Facilities Discussion**

- Decision not to pursue school facility move to Jefferson School

**Governance**

*Perry Sekus, Chair  
Dr. Michelle Sturm,  
Executive Director/Head of School*

**Governance Update**

Policy Adoption/Review Cycle Plan:

- Policies will be reviewed on a 2 year cycle
- Policies available on website

**Administration Report & Updates**

*Dr. Michelle Sturm,  
Executive Director/Head of School*

**Report and Updates**

Staffing Updates:

- Elissa Behnke - Director of Montessori & Children's House Lead Guide
- Katelyn Reynolds - Director Of Operations
- Danielle Mandelkow - Director of Special Education
- Mandy Eckhoff - School Secretary
- Lauren Pankey - Behavior Support Specialist

*Danielle Mandelkow,  
Director of Special Education*

**Report and Updates**

*Elissa Behnke,  
Director of Montessori*

**Report and Updates**

Planning Back-to-School events and teacher workshop weeks

*Katelyn Reynolds,  
Director of Operations*

**Report and Updates**

Enrollment Updates

Discussion:

- Increasing 3 and 4 year old enrollment, as well as 6th grade
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- Kindergarten waitlist (above board approved number)
    - Admin to discuss with MCM mentors about this issue: What would they do/have they done in this situation?
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**VII. Other Business**  
*Board*

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**VIII. Authorizer**  
*Dr. David Peterson, MOChA Managing Director*

**Comments**

- Meeting recap
- Governance:
  - Congrats on a successful board election and administration updates

**Updates**

- MOChA Personnel Change: Dr. Brad Blue retiring; Ellie Holdt replacing him at MOChA
  - CMS contract with MOChA to be renewed in 2026
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**IX. Adjournment**  
*Tina Duerkop, Secretary*

**Recap Action Items:**

- New Policies: Please read documents and share any notes with Michelle and/or Katelyn by 8/11  
*(Preferred format: Copy policies into own Google doc and red-line edit, then share this doc with Michelle/Katelyn)*
- Board Chair Candidates: Give your name to Michelle prior to next meeting

Next Meeting Date(s): Regular Board Meeting - August 18th, 2025  
Motion to Adjourn: Perry Sekus  
Second: Mandy Williams  
Motion Carries 6/0

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