



# Creekstone Montessori School (CMS) Board of Directors

## Regular Meeting Agenda Minutes

Monday, September 18, 2023, 5:00 p.m.- 7:00 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/wfc-tiur-nva>

Or dial: : (US) +1 929-299-3600 PIN: 828 297 221#

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Item No.	Item, Conveyor(s), Description
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I.	<b>Call to Order</b> <i>Perry Sekus, Chair</i>
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|  | <ul style="list-style-type: none"><li>• Welcome - 5:03pm</li><li>• Establish Quorum - Ron W, Sheena T, Ted L, Nancy D, Elissa B, Perry S; Mary Lockwood, Kelsie Kuyath, Dr. Dave Peterson</li><li>• Pledge of Allegiance</li><li>• Mission Statement</li><li>• Approval of Meeting Agenda<ul style="list-style-type: none"><li>○ Motion by Sheena; 2nd by Ted; motion carries 4-0</li></ul></li></ul> |
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II.	<b>Public Comments</b>
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	Open - none
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III.	<b>Consent Agenda</b> <i>Perry Sekus, Chair</i>
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	<b><u>Consent Agenda:</u></b>
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|  | <ul style="list-style-type: none"><li>• August 21, 2023 Regular Meeting Minutes</li><li>• Sept 2023-Sept 2024 Regular Board Meeting Schedule</li><li>• <i>Motion to approve Consent Agenda as presented.</i><ul style="list-style-type: none"><li>○ Ted motions; Ron 2nds; motion carries 4-0</li></ul></li></ul> |
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IV.	<b>Board Policy Review and Adoption</b> <i>Perry Sekus, Chair</i>
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	<b><u>1st Reading:</u></b>
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	Policy 516.5 - Naloxone Overdose Medication
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	<b><u>2nd Reading and Adoption:</u></b> N/A
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**V. Business of the Board**

**Finance Update**

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

- No auditor yet so no financial documents on the agenda documents (many schools are in this position)
- We paid 30K toward our line of credit; hoping to pay down by Nov
- *Motion to accept August 2023 Check Register Payment Statement dated September 14, 2023 as received.*
  - Sheena motions; Ron 2nds; motion carries 4-0

**Administration Leadership Team Reports & Updates**

*\*Kelsie Kuyath, Director of Compliance & Administrative Services*

**Enrollment Report**

- *Motion to amend 2023-2024 maximum enrollment capacity to 150 TOTAL PreK-Gr 8 to be managed appropriately by Lead Administration in consultation with school staff and in accordance with all applicable school policies and State Statutes.*
  - Ted moves; Ron 2nd; motion carries 4-0
- Still required to do a lottery; it's just that the ceiling becomes the balance of the group rather than the individual grade

*\*Danielle Mandelkow, Assistant Director of Special Education/Student Services & Assessment Coordinator*

**2022-2023 MCA Report Card**

- We should look at our goal from Mocha and also look at how RWPS did on reading and math

**Special Education Services Update**

*\*Nancy Dana, Interim Executive Director; Elissa Behnke, Interim Operations Director*

**Report and Updates**

- We have some paraprofessional positions we're hoping to fill
- We have an adolescent teacher position we're trying to fill (doesn't need to be full time)
- Lease-aid app is still not approved by MDE—it's waiting from a signature from LSS
  - Expecting a quick approval once MDE gets it
- Late Oct/Early Nov facilities meeting
  - Have staff tour other facilities for ideas
  - Facility updates will help us house more students

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**VI. Other Business Board of Directors**

- Updates & Discussion
  - Montessori Training went beautiful; Anne Jones toured during this time

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**VII. Authorizer Dr. David Peterson, MOChA Managing Director; Dr. Kevin Xiong, MOChA Board Chair**

- Updates & Comments
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- Dr. Peterson will send the student assessment goals to Nancy and Elissa
  - Mocha is proud of the way we're handling our HoS concerns
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**VIII. Adjournment** *Sheena Tisland, Secretary*

- Recap Action Items
    - Nancy will send the list of policies we've adopted to Perry
    - Perry will work on creating a CMS foundation and transfer the funds in the GoFundMe account
    - Ted gets facilities committee together - trip to Cornerstone for staff
  - Next Meeting Date(s): Regular Board Meeting - October 16, 2023 at 5:00 p.m.
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**IX. Closed Executive Board Session** *Board of Directors*

- Personnel
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