

Leelanau Montessori Public School Academy (LMPSA)
Wednesday, November 20, 2024
8527 Government Center Dr. Suttons Bay, MI 49682

1. **Call to Order:** President Bordeaux called the meeting to order at 6:00pm.
2. **Roll Call:** President Bordeaux, Vice President Abbott, Secretary Kuhn, Director McConnell

Others: Arden Wilson-Head of School, Nora Goodell- Recording Secretary, Abby Mikolowski – Bay Mills, Dani Geraci - Parent and LMFF, Rebecca Clinton - Parent and LMFF

3. Additions/Approval of November 20, 2024 Agenda

VP Abbott notes to omit Item #9, Bay Mills Planning Document; add Approval of New LMFF Board Member as #9; and Amend #10 to Resolution #22-2024.

**MOVED BY VICE PRESIDENT ABBOTT SECONDED BY SECRETARY KUHN TO APPROVE THE November 20, 2024 MEETING AGENDA AS AMENDED.
YES: ALL NAYS: NONE ABSENT: NONE MOTION CARRIED**

4. **Public Comment –** HOS Wilson thanked the Board for the time at the retreat, especially VP Abbott’s leadership in planning. She thanked each board member for their time and attention to details, as well as the connections they share to people they should join us as individuals passionate to our mission.
5. **Revisions/Approval of October 16, 2024 Minutes**

**MOVED BY DIRECTOR MCCONNELL SECONDED BY SECRETARY KUHN APPROVE THE October 16, 2024 REGULAR MEETING MINUTES AS PRESENTED.
YES: ALL NAYS: NONE ABSENT: NONE MOTION CARRIED**

6. **Head of School Report –** written report provided including fall NWEA.
Questions: What staff openings do we have right now? (Kuhn) An assistant position that is currently posted (Wilson).

Old Business

7. Committees

- a. **Academic Excellence –** met on 11/12/2024 and provided written report. Kuhn approached President Bordeaux about rethinking this as a board committee.
- b. **Finance –** met on 11/19/2024 and provided written report.
- c. **Governance –** met on 11/12/2024 and provided written report.

**MOTION BY SECRETARY KUHN AND SECOND BY DIRECTOR MCCONNELL TO APPROVE November COMMITTEE NOTES AND October FINANCIALS
YES: ALL NAYS: NONE ABSENT: NONE MOTION CARRIED**

New Business

8. Preliminary NCSI Policy – The Board must have 2 reviews of the policies. The 2nd review and approval will be at the December meeting.

9. Approval of new LMFF Board Member – John Parke, III was voted onto the LMFF Board Meeting at their monthly meeting as the 7th member.

MOVED VICE PRESIDENT ABBOTT BY SECONDED BY DIRECTOR MCCONNELL TO APPROVE JOHN PARKE, III AS A NEW LMFF BOARD MEMBER AS PRESENTED.

ROLL CALL: BORDEAUX-YES, ABBOTT-YES, KUHN-YES, MCCONNELL

YES: ALL NAYS: NONE ABSENT: MOTION CARRIED

10. Approval of Resolution #23-2024 Grand Traverse Band 2% Grant

MOVED BY SECRETARY KUHN SECONDED VICE PRESIDENT ABBOTT BY TO APPROVE HOS WILSON SUBMITTING A GRANT APPLICATION TO THE GTB 2%, DETAILED IN RESOLUTION #22-2024, AS PRESENTED.

ROLL CALL: BORDEAUX-YES, ABBOTT-YES, KUHN-YES, MCCONNELL - YES

YES: ALL NAYS: NONE ABSENT: NONE MOTION CARRIED

11. Public Comment – Abby provided an update on items recently review by the Senate Committee.

12. Board Comment – Thank you to Abbott for the beautiful board binders.

14. Adjournment

MOVED BY DIRECTOR MCCONNELL SECONDED BY SECRETARY KUHN TO ADJOURN THE MEETING AT 6:58PM AS PRESENTED.

YES: ALL NAYS: NONE ABSENT: NONE MOTION CARRIED

Secretary

Date

AE Committee Meeting Agenda & Minutes November 2024
Leelanau Montessori

Mission: Leelanau Montessori nurtures the whole child in a prepared environment based on respect, individuality, a love of learning, and freedom with responsibility.



Cooperation, Goodwill, Gratitude, Mindfulness, Respect

Location: LMPSA
 Date: 11/12/2024
 Time: 1:00 p.m.
 Participants Present: Arden Wilson, Rebecca Clinton

To	Person Person Person
Cc	Person
Bcc	Person
Subject	

Code: I= Information D= Discussion R= Reflection A= Action

Time	Agenda Item	Discussion Facilitator	Code
	Check In		
	Tasks and timelines for annual AE goal- see below		

	Meeting with the faculty next week to continue progress monitoring and using the elevate and propel model to improve instruction.		
	MICIP progress- met with curriculum coaches to set course towards defining and articulating Tiered support systems		
	Marzano Growth Plan-Arden is progressing through the activities in the growth plan. Noticing that lack of strong systems are the root of issues around curriculum and communication. Arden is working with the leadership and admin teams to define and articulate the LMPSA systems.		
	Committee membership updates		

STEPS for monitoring whole child development systems using data:

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Cooperation, Goodwill, Gratitude, Mindfulness, Respect

Location: LMPSA

Date: November 19, 2024

Time: 2pm

Participants Present: Arden Wilson, **Nora Goodell** Sarah Bordeaux (called in)

Code: I= Information D= Discussion R= Reflection A= Action

Time	Agenda Item	Discussion Facilitator	Code
	Accounting Manual Status		
	Sick Days		
	Business Services		
	Financials		
	Additions		

Discussion:

Accounting Manual:

Goodell states a few updates at this time, will review information Abbott emailed.

Sick Days: New legislative law, LMPSA is in compliance and will have additional costs per subs and non contracting employees (please review law in Finance attachment section of Board

agenda). Arden will gather input from Wes at their December meeting. Nora and Arden will review PTO training with staff on the new platform.

Business Services:

Wilson requested Bordeaux to contact Veritas for an official contract for review.

Cs Partners contract bid 80,000.

Bordeaux contacted Shawn Biddle at the ISD per Wes Souden's suggestion, Shawn will have a discussion with Wes and get back with Bordeaux. Bordeaux to contact Biddle by end of week if no word.

Financials:

FTE 71

Wilson making Board aware of our 90,000 deficit

Loss of teacher, grants coming in in future, and 52,000 in fundraising will be components that may remedy

Additions:

Wilson request Bordeaux to request former Board member Lutke, information pertaining to pay scale and admin succession plan

Leelanau Montessori

Title: Governance

Date: November 12, 2024

Location: LMPSA

Time: 8:00 am

Participants: Sarah Bordeaux, Anita Abbott, Arden Wilson

Agenda Item	Notes
Board Retreat (agenda, notice requirements, confirm participation, agenda, time)	Retreat to be held prior to next week's board meeting, starting at 4 pm. Sarah will arrange for some food to be delivered between the retreat and the board meeting.
Fundraising issues.	Awaiting word from LMFF that they have approved the draft MOU. Then can have both parties sign. Job descriptions for staff that are engaged in development activities to be updated so reflect these duties.
National Charter School Institute (NCSI) Policy Rewrite;	The draft policies are complete and ready for review. After initial discussion at next week's board meeting, we will vote on final approval at our December board meeting.
Board membership-	We published a solicitation in the Leelanau Enterprise, and on our Facebook page. No one reached out following the Leelanau Enterprise posting, but we did receive an inquiry from a future parent based upon facebook posting. Will continue to explore options for filling vacant seat, and planning for future expansion back to 7 board members.
Bay Mills Annual Planning Document 2025-26	Sarah will review with Arden at the Finance Meeting, so it can be voted on at November board meeting.
2% grant application?	Arden will put together a grant request. Board must vote to authorize this in November.
Reauthorization Status	Response has been drafted. Will be approved at the December meeting following review.