1. Call to Order: President Bordeaux called the meeting to order at 6:07 pm.

2. Roll Call: President Bordeaux, Vice President/Secretary Abbott, Director Korroch, and Director McConnell.
   Absent: Director Kuhn, Director Lutke
   Others: Arden Wilson, Derenda Lefevre.

3. Additions/Approval of December 21, 2022 Agenda

   MOVED BY KORROCH SECONDED BY MCCONNELL TO APPROVE THE DECEMBER 21 2022 AGENDA AS PRESENTED.
   AYES: ALL  NAYS: NONE  ABSENT: 2  MOTION CARRIED


5. Revisions/Approval of the November 16, 2022 Regular Board Meeting Minutes:

   MOVED BY MCCONNELL SECONDED BY KORROCH TO APPROVE THE NOVEMBER 16, 2022 REGULAR MEETING MINUTES AS PRESENTED.
   AYES: ALL  NAYS: NONE  ABSENT: 2  MOTION CARRIED


Old Business:

7. Committee Reports:

   a. Academic Excellence. Director Korroch reminded board members to update the HOS data input. She noted that in January she will facilitate classroom visits by board members over the next few months. She noted there will be a mid-year check in as part of the HOS evaluation process in January. Derenda Lefevre noted that the Equity Audit wrapped up recently. She noted that the staff are interested in seeing this work continue. HOS Wilson noted that they would like the board to develop an equity policy over the next year. Policy, curriculum and relationships were the three takeaways of the equity audit that will be explored in the future.

   b. Finance. HOS Wilson noted that the budget amendment will add 2 PTO days for each staff member. The budget amendment will be available before our January meeting. Despite proposed additions to the budget, we should still have an 8-10% fund balance. President Bordeaux gave an LMFF update. April 15 is the date of the spring fundraiser.

   c. Governance. Vice President/Secretary Abbott reviewed the written submitted report.

   d. Grants. President Bordeaux reviewed the written submitted report.
e. Marketing. Marketing did not meet. They will meet in January.

MOVED BY MCCONNELL SECONDED KORROCH BY TO APPROVE THE DECEMBER NOTES AND FINANCIALS AS PRESENTED.
AYES: ALL NAYS: NONE ABSENT: 2 MOTION CARRIED

New Business:

8. Recommendation: Board of Directors, Derenda Lefevre, Term ending July 2024

MOVED BY ABBOTT SECONDED BY MCCONNELL TO RECOMMEND DERENDA LEFEVRE TO FILL THE VACANT BOARD OF DIRECTORS POSITION, TERM ENDING JULY 2024.
AYES: ALL NAYS: NONE ABSENT: 2 MOTION CARRIED

9. Public Comment: HOS Wilson noted that Board Appreciation will take place at our next board meeting in January. She also noted that action steps have been created based upon the fall staff survey. There will be a renewed focus on communications, and on professional development opportunities for engaging children with special emotional and academic needs.

10. Board Comment: President Bordeaux thanked Andy Benoit and Jung Wha who are leaving our staff. Wishing them the best on their future endeavors. Thank you also to Bay Mills.

11. Adjournment:

MOVED BY MCCONNELL SECONDED BY KORROCH TO ADJOURN THE MEETING AT 7:07 P.M.
AYES: ALL NAYS: NONE ABSENT: 2 MOTION CARRIED

Secretary ____________________ Date ____________________

2 of 2
LMPSA Minutes
12-21-2022
"Don’t stop on a difficult path, take it one step at a time." - Anonymous

GENERAL

I wish all of you a very happy and healthy holiday. The school has felt warm with feasts, celebrations, singing and simple seasonal activities. A group of UE students volunteered at Leelanaud Christian Neighbors and others made handmade gifts for loved ones. We all welcome this break so that we can convene in 2023 with fresh eyes and new perspectives. This time of year marks a midpoint and signals a setting of sights on what is to come. We will host many events and activities these next few months. Our IDI sessions with Araceli are scheduled for a Board-Staff-Stakeholder gathering on Tuesday, January 24th at 3:30. Our transparent classroom record keeping and document platform will be launching in January, helping support re-enrollment. Perspective parents visits, enrichment meetings and summer program planning launch. Teacher evaluations and staff planning continue.

ENROLLMENT/STAFFING

We are adding a few more children to our classrooms, as well as new staff. Jessica Vitale will support our student success in all classrooms and serve as a liaison for children with an IEP. Corine Couturier will help in the Apple classroom and Rose Jelinek will support Aspen as classroom assistants. Dena AuCoin will be a special education coach who will provide program support and foster access for all. These are costly additions that have unplanned pieces to them, however are required for compliance, ratios, support of existing staff and student achievement goals.

BUDGET/FINANCE

Our staffing budget is somewhat of a moving target. Between student and adult needs, there are greater costs than can be sustained year after year. With ESSER and Childcare Grant dollars, we will be resilient and should land a 10% fund balance. My goal is to maintain 90% of current students and add another Toddler room for next year's increase of 12 children. I will meet with coaching staff early next month to envision expansion and staffing plans. With this, I met with architect, Michael Leavex. Once Board approved, he will begin work on plans for an expansion/renovation. He suggested that a grand vision for the building would be of value as we plan for short and long term vision, instead of piecemealing the process. The childcare expansion grant would help cover the 10K cost for his services and the planning process. I would like approval to explore two expansion options. First, here on our campus within our current campus and the other, off campus at a home nearby that has been offered for use. Fire
inspectors would come to inform us of the regulations for childcare and school age code. Next month, after committee consultation, it may be time to reconvene the Facility and Finance work group.

ACADEMICS/WHOLE CHILD

The elementary faculty is now using a CCSS aligned process to plan lessons and assess children's skills and needs. We meet twice monthly to plan, prepare, discuss and reflect on our instruction and children's learning. I ask, Every child has a plan. What is it? How will you help support the child to grow to the next milestone? Is the plan enough? How do you know? The teachers are highly focused on this cycle and receiving professional development to bridge needs in their practice. Montessori diploma course, AMI Assistant Course, Orton-Gillingham, Positive Discipline, Teaming in the Classroom and Child Study are all courses that are currently alive in the school. These are paid for with grant dollars and are in addition to our Tuesday time and coaching program. This year, more than any other, resources are aligned deeply with student achievement goals. Domain III of my growth plan focuses on the critical outcome whereby staff and faculty improve their practice as a result of professional development. Lastly, we completed our Equity Audit and have consented to an Equity Plan of Action. This plan will also contribute to our whole child approach and deepen relationships and improve student achievement. The AE committee will share more about the plan shared here. I will once again apply for OIE Title VI funds for Native American Experience. A local indigenous artist has offered to come to the campus once a week for 6 weeks as a starting point for programming. I am seeking out more experiences through BMCC and other community partners.

FACILITY

We have a prospectus for our campus grand plan. It is shared here and will aid us when approaching funders for the outdoor projects planned here. The facility folks met to discuss how to fund playscape structures. We will continue to develop clearly the timeline and tasks, as well as collaborate with LMFF and other resources in support of school priorities.

Do you have any questions for me?
Academic Excellence
December 2022
Minutes

Attendees: Arden, Derenda, Kate

Board reminders:
- Please contribute to the HOS Ongoing Board Data Collection form. The more specific the better. This is very helpful for Arden. Committee chairs, please make it a goal to add at least one thing each month.
- Please select your month and classroom for our school visits and connect with Arden and Beth to confirm the details. The doc is clunky so feel free to just email me.

Minutes

I. DEIB/Access and Inclusion/ABAR
   A. Equity Audit Update: There was another meeting. Arden, Lucy, Tess, and Derenda met and they have a great plan for the next session. They will wrap up and celebrate the process and discuss moving forward.
   B. Equity Data Collection Sheet: No updates

II. HOS Annual Evaluation:
   A. DOMAIN II: The school leader uses multiple sources of data to provide teachers with ongoing evaluations of their pedagogical strengths and weaknesses that are consistent with student achievement data.
      1. Committee Feedback Conversation:
         a) New practices and growth check in: Arden just completed formal observations to track instructional integrity. She uses Montessori tools that go into the Marazano system. Some teachers are learning about assessing foundational reading skills. She asks: What is the plan for each child and is it enough? They meet at least monthly.
         b) PD Evaluations: The guides will be asked to name three things that were helpful or impactful and what would make it even better. Give an example of the ways you learn best.
         c) They spend 18-20K each year on PD which is fantastic!
         d) Equity and PD: Does this fall into this Domain? Not explicitly, this is more about instructional work. But yes, regarding not letting children fall behind.
      2. Arden’s Reflection
         a) Arden is working on delivering actionable feedback which she documents and tracks.
   B. Prepare for mid-year check-in in January 2023

III. Classroom observation (Derenda)
   A. We will come back to this in January. Derenda would like to know more about what Arden would like. E.g. Critical content. What does that look like in the classroom.

IV. AE and Strategic Plan [This was on the agenda for October but not addressed.]
   A. This will come back when we’re discussing the equity policy.
V. Future Agenda Items

Helpful materials: Growth Plan for HOS; HOS Ongoing Board Data Collection; Strategic Plan; Implementation folder; Reflection Map.
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.

Join Zoom Meeting https://zoom.us/j/99239966269?pwd=WVROb08vR2VscVJFZ1hoRU11aWh3QT09
Meeting ID: 992 3996 6269
Passcode: 3B2053

Grant committee folder (Google Drive) - Meeting notes, grant applications, archives
Grants spreadsheet
Grant committee notes

December 15, 2022
Attendees: Sarah and Angela
Location: Virtual
Purpose: Monthly Grant Committee meeting

Agenda
- Grant status updates:
  - FOR CONSIDERATION/UPCOMING/IN DEVELOPMENT:
    - Civicbuilders.org (looks like development coordination more than grant opportunity)
      - AI: Sarah look into Civicbuilders.org a bit more
    - What We Are (leelanauenergy.org) (Arden added to facilities for future)
      - AI: Angela look into how to apply for grants for What We Are (leelanauenergy.or). Info on grant cycle, deadlines, amount to request, etc.
  - Priorities for grants:
    - Caring for MI Future: Child Care Facilities Improvement Fund (FIF)
      - Forwarded submission guidelines to Arden to get started: Arden establish login, pre-application info
      - Work with Arden and other committees (as needed) to establish Business Plan (Strategic Planning overarching guide, but need more detail)
      - Grant team is available to help when needed with pre-application process, haven't heard any help is needed as of now.
      - AI: Arden Set deadline for submitting pre-application and deadline for full application Child Care Facilities Improvement Fund
    - Little Garden Club Grant, due December 10th
      - Email from Arden
- Arden: Sarah mentioned window boxes on portables. Do you need anything from grants on this? Did this get submitted?

- **School lunch programming**
  - Waiting for updates on direction of lunch programming
  - AI: Children's house food program, Boonli send info to Arden (Boonli – Meal Order Management Services for Schools, Caterers & More) AI: Sarah follow up with Arden

- **Other food grants in consideration**
  - North Ed Farm to School organization (they've helped install gardens in Leland/Northport schools) - Any word from Tory on this? Not yet, Sarah follow up (build out our food program opportunities/planning?) Should we remove this? Keep

- **Priorities for grants: Develop campus as a community resource; grants to clean up/restore/trails/etc.**

- **Priorities for grants: School van/transportation:**

  - **Other grant opportunities**
    - Federal grant opportunity, Federal aid grant, $28 million, military and tribal families
      - Sarah follow up on federal aid grant opportunity (available for schools with military/tribal members as part of the community)
      - Sarah waiting to receive more info on this
    - Fall 2% GTB (outdoor education/safety)
      - Arden 2% fall report - Report not complete but project not complete
    - GoGo squeeze, Sarah investigated grant opportunities, nothing currently on the website. Check back later.
    - Mockingbird submission due January 15th
      - AI: Angela Check if Arden interested in Mockingbird submission for this year (due Jan 15th)

  - **SUBMITTED: Pending/Submitted grants:**
    - Paint and supplies for school, still waiting on 5-gallon interior paint from DeWeese Hardware, AI: Angela call DeWeese again, see what the hold up is

  - **AWARDED: Grants awarded since previous meeting**
    - SLBE NPS Field trip application for busing reimbursement - Submitted 11/3/22

  - **Action Items:**
    - AI: Sarah look into Civicbuilders.org a bit more
    - AI: Angela look into how to apply for grants for What We Are (leeelanaenergy.or). Info on grant cycle, deadlines, amount to request, etc.
    - AI: Arden Set deadline for submitting pre-application and deadline for full application Child Care Facilities Improvement Fund
    - AI: Arden: Little Garden Club Grant, Did this get submitted?
• AI: Sarah follow up with Arden on Boonli and lunch programming progress and needs that Grants can help with
• AI: Angela Check if Arden interested in Mockingbird submission for this year (due Jan 15th)
• AI: Angela call DeWeese again, see what the hold up is
• Fall 2% grant report and new Fall 2% grant request - Arden spearhead 2% report
• Research USDA and other food programs, come up with questions, possibilities of food programs for LMPSA - DONE (there may be follow-up)
• Add to grant opportunity (federal grant tribal/military) to grants committee spreadsheet (add website) - Sarah
• Look into North Ed Farm to School organization (they’ve helped install gardens in Leland/Northport schools) - Keep researching, check with Tory and Tara on a good contact for this - Sarah - Ongoing
• Develop list of upcoming and current grant opportunities for teachers -
  AI: Angela send list to teachers
  ▪ Lowes Toolbox for Education
  ▪ Pets in Classroom
  ▪ 4th graders federal lands get in free
• Genuine Leelanau Charitable Endowment - Sarah look into this

○ Future Agenda Items:
○ Notes/Resources:
  ▪ School lunch programming resources:
    - Why CACFP Is Important | Food and Nutrition Service (usda.gov)
    - Become a Restaurant Partner - My Hot Lunchbox
    - USDA Launches $100 Million Healthy School Meals Initiative, Announces Grant Program for Rural Schools | Food and Nutrition Service
    - Offering free lunches to all students: Financial impacts for schools, families, stores (journalistsresource.org)
    - National School Lunch Program and School Breakfast Program: Questions and Answers for Charter Schools | Food and Nutrition Service (usda.gov)
    - Customize Catering Menus for Schools and Workplaces on Boonli (This is what Children's House uses) Looking at their menu: Local Farms & businesses: Moomer's, Gallagher's, Brown's Orchards, Cherry Capital Foods and That'sa Pizza.
Caring for MI Future: Child Care Facilities Improvement Fund (FIF) - For new and expanding licensed child care providers in MI

- Caring for MI Future: Facilities Improvement Fund (caringformi-fif.org)
- Application: IFF Submission Manager
  - Pre-application to verify you meet eligibility requirements.
  - Applications will be reviewed on a rolling basis and can be submitted until March 30, 2024
  - Once the Pre-Qualification Application has been submitted, you will receive a confirmation email to the address provided in the application. Your application will be reviewed and a response sent in writing within four (4) weeks

- Set deadline for submitting full application