Leelanau Montessori Public School Academy (LMPSA)

Wednesday, March 16, 2022

8527 Government Center Dr. Suttons Bay, MI 49682

1. **Call to Order:** Vice President-Secretary Abbott called the meeting to order at 6:07 p.m.

2. **Roll Call:** Vice President-Secretary Abbott, Director Kuhn, Director Craig, Director McConnell, Director Korroch
   
   Absent: President Bordeaux, Treasurer Lutke
   
   Others: Arden Wilson- Head of School, Beth Bassett- Recording Secretary, Abby Mikolowski- Bay Mills, Dani Geraci-LMFF President

3. **Additions/Approval of March 16, 2022 Agenda:**
   
   MOVED BY CRAIG SECONDED BY KORROCH TO APPROVE THE MARCH 16, 2022 MEETING AGENDA AS PRESENTED.
   
   AYES: ALL NAYS: NONE ABSENT: 2 MOTION CARRIED

4. **Public Comment:** None

5. **Revisions/Approval of the February 16, 2022 Regular Board Meeting Minutes:** Tabled until later in the meeting.

6. **Head of School Report:** Head of School Wilson reviewed her written submitted report. Director McConnell questioned if there was any pushback to the relaxing of the mask usage and H of S Wilson commented that no concerns have been heard.

7. **Committee Reports:**
   
   a. **Academic Excellence:** Director Korroch reviewed the written submitted report. The Board responded favorably to the head of school evaluation process laid out and were grateful for the process being presented.
   
   b. **Finance:** Head of School Wilson commented that we are in a holding pattern and will be discussing the staff salary structure in April. Discussion regarding the upcoming drain field commitment.
   
   c. **Fundraising:** President of the LMFF Dani Geraci reviewed the written submitted report. Dani was requesting items or experiences for the Evening of Art coming up May 23rd.
   
   d. **Grants:** A written report was submitted. H of S Wilson commented that we received a $12,000 grant from the GTB for outdoor education.
   
   e. **Governance:** Vice President-Secretary Abbott reviewed the written submitted report. Abbott requested posting the open board position as required by Bay Mills.
   
   f. **Marketing:** Director McConnell commented that a phone meeting was held. McConnell urged everyone to check out the new website and the Board discussed social media exposure highlighting Instagram.

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

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

Old Business:
8. Strategic Planning: Director Craig provided an update of the Strategic Planning and highlighted some of the data. Director Craig commented that the retreats have been successful at gathering information and meetings will be held each Wednesday in April with an early summer completion of the plan.

New Business:
9. Approval of CAMP LOC Overnight:
MOVED BY KORROCH SECONDED BY MCCONNELL TO APPROVE THE OVERNIGHT TRIP TO CAMP LOC AS PRESENTED.
AYES: ALL  NAYS: NONE  ABSENT: 2  MOTION CARRIED

10. Public Comment: H of S Wilson thanked Director Craig dedication and inspiration to the strategic planning process. Abby Mikolowski thanked the Board and commented that Bay Mills is looking at more supports for schools. Abby presented each Board member with a gift of appreciation.

11. Board Comment: None

12. Adjournment:
MOVED BY CRAIG SECONDED BY MCCONNELL TO ADJOURN AT 7:08 P.M.
AYES: ALL  NAYS: NONE  ABSENT: 2  MOTION CARRIED

__________________________  _______________________
Secretary                        Date

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"The most valuable possession you can own is an open heart" - Anonymous

GENERAL
LMPSA will relax masking practice beginning at the end of the day Friday. There is still reports of community covid and absenteeism is pervasive. Health and wellness continues to be embedded with frequent handwashing and sanitizing, staying home when ill and utilizing the outdoors. Parent-Teacher conferences were held last week and faculty is finding that many families need to reschedule their appointments. Lower than usual attendance was reported. It is critical that our families hear from their child's teacher about their progress and goals so Guides are going the extra mile to ensure this by offering alternatives. This is compounding the already demanding days. I want to highlight that this shows again how our Guides and staff are exceeding professional standards and commitments in many ways. It is a hopeful and hectic time of year. We are planning for Evening of Art, developing a Parent Council, leading EOY traditions, anticipating Moving Up meetings, administering testing and setting up the variety of seasonal lessons and rhythms of spring in the prepared environment.

ENROLLMENT/STAFFING
Re Enrollment is complete. We reached the goal of 90% of current families are returning. There are 15 Toddlers, 37 Primary and 49 Elementary program enrollees. The Open Enrollment process is underway as we are accepting applications until March 25th. The Toddler room is full, The Primary has space for 53 (about 16 slots) and Elementary has about 7 spaces in each classroom. We will continue to recruit children as we also build a healthy foundation from the bottom up. I am considering how to expand Toddler care using all our community resources and partnerships. Any program development requires human capital and financial resources so a study will be required before I bring any proposals to the Board. Cathy Wurm is retiring after 36 years. Paige Peterson is pregnant and expecting her second child in September. We are seeking Lead Guides, Assistants and Summer Staff for hire.

BUDGET/FINANCE
We have applied for the ESSERIII monies totaling @130K over the next two years. REAP (Rural Education Advancement Program) will provide @8K. The childcare stabilization grant and Title monies will be determined in the coming months. We have had some building expenses, including ice removal and an increase in maintenance due to increase in square footage and usage. We are still on track to maintain an @10% fund balance as we close the fiscal year in June.
Montessori is a holistic, constructivist method that is ever changing and unfolding as each person moves ahead in the pursuit of discovering one's cosmic task and purpose. Because of this mindset, measuring growth and showing success is individualized and highly subjective for each person. This is all weighed within a system that also holds us accountable with standardized tests. LMPSA continues to have this conversation with the community about this paradox and we are grateful to keep the child in the center of our vision. Again, our continuous improvement in implementing the Montessori method will lead the way.

Here are some photos of what is happening around the school that demonstrate whole child learning.
FACILITY

Through the Strategic Planning Process, we will determine the priorities for the facility this spring. I want to remind the Board that the drainfield is on the high priority list per our
agreements with the county regulators. This will likely cost @35K so will need to go through the Bidding Process on SIGMA.

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

Attendees: Arden, Tori, Sarah B, Derenda, Kate
Notetaker: Tori

Summary: During this meeting, we introduced Derenda LaFevre who plans to join the Academic Excellence Committee. Derenda's expertise is in rec therapy and disability advocacy. The bulk of the meeting focused on reviewing Arden's 2021-2022 growth plan to present to the board in March. At the end, we briefly discussed the status of MICIP and establishing a parent committee for equity and access.

1. HOS Annual Evaluation
   a. Final preparation for HOS self-assessment presentation on March 16 at a monthly board meeting

Notes
FORMAT

Arden: Paul approved September self-assessment in Marzano, which is where domains were chosen and action plan evolved. This action plan is a more digestible version of the prior excel sheet for board review. Added reflective process to integrate additional skills.

Discussion: We clarified and refined meaning for board readability.
   ■ Rating = current self assessment – Goal = goal for end of academic year
   ■ Priority action steps details what is happening now.

Tori: I'm learning so much from our dialogue. Seeking permission to add a column detailing some of your reflections to help each domain feel more tangible for board members.

DOMAIN II

Kate: This would be a great space to share more information about work to support student achievement, including but not limited to test scores.

Arden: We have implemented routines, including our monthly data, observation, conferencing review to identify struggling students. At this point of the year, our classroom practices are more targeted - our whole mission is meeting individual needs. I feel like when adults are doing Montessori well, we are considering things like - what kind of writers are our children? Now, how do we respond to the corresponding common core state standard? This is THE ongoing process we are committed to as a school. Benchmark documents are new. Our systems are immature. We are building resiliency through change.

DOMAIN IV
Kate: Recommendation to add detail about ABAR and DEI work that's ongoing - because you're doing a lot.

REFLECTIONS

Kate: Let's cue board to look out for opportunities for events and opportunities for Arden to be a Montessori ambassador in community.

Tori: Say more about "listening" reflection?
Arden: I've been learning a lot about listening in my time as a leader here. I recognize that in conversation I get excited and want to connect, rather than just listening. Trying to be attentive to what people need. Learning how to be supportive while expecting accountability when a need isn't being met.

b. Committee members will be meeting with Paul Bauer on Friday for training on giving feedback and what needs to happen between now and then.
   ■ AE Current Goals for HOS Evaluation
     1. Finalize evaluation for submission in May
     2. Establish a dynamic and consistent protocol for HOS evaluations in the future.

Regular Board Agenda Notes for Reference

I. Teaching and Learning

II. Culturally Responsive Education
   A. Parent Equity Task Force

Notes
Tess has reached out and we will keep the ball rolling. There are ideas for a parent council. But this is on hold until after spring break.

III. Evaluation
   A. HOS Check-in
      1. Faculty and staff update

IV. MICIP

Notes
ISD continues to work on aligning strategies with causal theories, and we're waiting on that. Once we get that, we will be able to insert those into an implementation plan for 3-5 years.

V. Misc.
   A. Discuss Tori's questions for AA
Quick References

HOS Growth Plan with Self Assessment
ISD meeting on 28 January 2022

KK Notes:
Add strategic goal mid-year check-in and HOS mid-year evaluation to the calendar (more clear after meeting with Paul on March 4.)
LMFF Meeting Notes 3/16/2022
Present: Naomi Myers (The DJ the EOA), Emma Cloninger, Rebekah Hall, Dani Geraci, Sarah Bordeaux (via phone), Natasha Martinson, Bryan Cloninger joined to show Naomi Music equipment.

Evening of Art:
Music: Email Naomi with music ideas. doublereed45@gmail.com. Bryan showed her around and showed their equipment. Discussed where music set up will be.

Event: start at 6pm appetizer. Jazzy background music. Emma will make sure the bar is ready. Buffet style table, desserts and bar. Possible dessert plates from Sam Bennett. We can let Laura know that Emma has a three tiered food display. We need to do a sign up genius for 4 bartender, We need tip certified, 4 set up and 4 clean up. Someone to direct traffic? 50% ticket discount. $50 tickets- $25 to get in to bid.
Bancroft auctioneer. Liest Gaylord. Bidding. Sarah will talk to Anita about the program St. Mary's used. Dani will call these auctioneer companies to see how much.

Deciding whether what cost would be to do murder mystery.

Start getting auction items. Discussed asking for items.
Sarah: Old Course, Boat/car person. Cherry Festival.
Curling in Maple City.
Rebekah: Milk and Honey.
Ask Sela to create a flier to give to businesses we ask.
**availability for outside patio heaters. Put on sign up genius.

Rebekah: Will share financials online. Rebekah said nothing has changed since last month.
Governance March 2022 Notes
Present: Sarah Bordeaux and Arden Wilson

Arden discussed she had discussions with Health Department concerning their lease with us, and they intend to renew lease in future. Arden, Tom, Sarah and Anita will attend meeting with health department folks Apr 14, 2022 and report back to the Board.

LOC overnight, seeking Board approval at March meeting

Abbott confirming Lutke seeking another term in June

Board Meetings will be held at the Leelanau County Government Center, 8527 E. Government Dr. Suttons Bay, MI 49682 March thru July, Beth Bassett has published public notices as required.
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=WWRob08vRWlsVJZ1hoRU11aWh3QT09
Meeting ID: 992 3996 6269
Passcode: 3B2053

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

March 10, 2022 at 11:00 ET
Attendees: Sarah, Angela, Arden
Location: via Phone
Purpose: Monthly Grant Committee meeting

Agenda

- Grant status updates:

  o FOR CONSIDERATION/IN DEVELOPMENT:

    ■ Consideration: Building Hope Impact (Student Empowerment, Community Engagement and Educational Innovation) - Interest forms due March 21 - Forwarded on to Arden to determine if we should apply
    ■ Not pursuing whole kids gardens grant this year (March 11 deadline)
    ■ Competitive School Safety Grant Program (CSSGP) from Michigan State Police - (March 24 deadline) - Arden working on this!

  o SUBMITTED: Pending/Submitted grants:

    ■ Mockingbird inquiry submitted Dec 5th (request for instruments/teacher training) $10,000 (If your inquiry is one of the few selected for further consideration, you will receive a request on or about March 18th to submit a complete proposal by a then-firm deadline of on or about April 15th, towards funding on or about June 15th)
    ■ OutClass Outdoor Classroom contest, submitted (contest winner will be notified on May 23rd, 2022)

  o AWARDED: Grants awarded since previous meeting

    ■ Fall 2% GTB grant (outdoor education/safety), awarded $12,193 for outdoor education, public response (% of what we had asked for).
      • Waiting until strategic planning assessment back to focus on where funds will be used. Photos/social media press release, and thank you card (hand-written) - Arden - No award ceremony this year.
      • Reminder - Grant report in the fall
    ■ $1000 from local garden club for compost/gardens (Arden sent thank you!)
○ **UPCOMING:** Upcoming and Future grant ideas for submittal:
  - GTB Curriculum spring (deadline May 31) (for following school year), Yes, let’s go for it!
  - GT DEI fund open (diversity, equity, inclusion), not sure what deadline is for this?
  - Home Depot, $5000 - Sarah
  - Pets in the classroom/chicken grants Angela

○ **Action Items:**
  - Follow up on Home Depot, $5000 - *Sarah*
  - Follow up on Pets in the classroom/chicken grants - *Angela*
  - Update Whole Kids grants on our grants spreadsheet - *Angela*
  - GT DEI fund open (diversity, equity, inclusion) - *Angela reach out to Arden on status?*
  - Competitive School Safety Grant Program (CSSGP) from Michigan State Police - March 1 (Feb 1, 2022 guidance released) - *Arden working on grant submission*
  - Angela/Sarah research new grant opportunities *ONGOING*
  - Fall 2% GTB grant (outdoor education/safety) awarded - Photos/social media press release (*Arden/Sarah*), and thank you card (hand-written) - *Arden*
    - Reminder - Grant report in the fall!

○ **Future Agenda Items:**

○ **Notes:**