1. **Call to Order:** President Bordeaux called the Zoom meeting to order at 6:03 p.m.

2. **Roll Call:** President Bordeaux, Vice President Morse, Trustee Mlezio, Trustee McConnell, Trustee Korroch, Treasurer Lutke, Secretary Abbott

   **Others:** Beth Bassett- Recording Secretary, Arden Wilson- Head of School, Abby Mikolowski- BMCC, Dani Geraci

3. **Additions/Approval of May 19, 2021 Agenda:**

   **MOVED BY MCCONNELL SECONDED BY ABBOTT TO APPROVE THE MAY 19, 2021 AGENDA AS PRESENTED.**
   **AYES: ALL  NAYS: NONE  ABSENT: 0  MOTION CARRIED**

4. **Public Comment:** None

5. **Revisions/Approval of the April 21, 2021 Regular Board Meeting Minutes:**

   **MOVED BY MCCONNELL SECONDED BY ABBOTT TO APPROVE THE APRIL 21, 2021 MEETING MINUTES AS PRESENTED.**
   **AYES: ALL  NAYS: NONE  ABSENT: 0  MOTION CARRIED**

6. **Head of School Report:** Head of School Wilson reviewed her written submitted report. Wilson presented information on the NWEA testing scores and asked the Board for any feedback. McConnell questioned if the scores were typical or was it due to the pandemic year. Wilson commented that throughout the country there has been significant ‘learning loss’. Wilson commented she is interested in what area school are learning from their testing and will investigate and report back. Korroch questioned how the data compared to past years and Wilson commented a little lower. Wilson highlighted the possible causes and the schools action plan. Wilson touched on the three-period lesson, depth of knowledge, and high-quality work. Lutke commented that that her son has personally grown on his own curve and said that really good things are happening at the school.

   **Old Business:**

7. **Committee Reports:**

   a. **Academic Excellence:** Korroch reviewed the written submitted report.

   b. **Facility:** Bordeaux asked the Board if they had any questions about the blue print on the proposed expansion. McConnell commented that we will not be renewing the MDHHS lease agreement as stated. This space could be used as part of the expansion. Sharecare is in the process of finding a new home with more room. The proposal is to move BLHD offices to the current Sharecare location in the building and Sharecare move to the conference room. Michelle Klein from BLHD would like a climate-controlled storage area and Bordeaux is looking into this. There was a positive collaborative meeting with the building partners and it is evident that they are willing to work with the school on problem solving. The northeast corner of the building seems like a good fit and a retired architect has been working with Arden to get a sense of space. Bordeaux questioned how the Board is feeling about the expansion. Abbott commented that she is concerned about the time restraints. Wilson commented that there is a temporary plan of using the Commons area until the space would be ready. Wilson is
hoping the lease would not have to be renegotiated and that we would just be trading spaces. Wilson commented that she has discussed leasing some space for parking with the VFW and has submitted information in SIGMA. Wilson commented that $50,000 has been added to the 21-22 budget for renovations and $10,000 for furniture and materials. Wilson commented she will look at discussed configuration and bids are due July 15th. Korroch questioned if the contractor who worked on the previous renovation had been contacted and Wilson commented that she has a meeting with Green Construction next week.

c. Finance: Lutke commented that the finance committee met and discussed the preliminary budget. Final budget, PPP Loan, an ongoing building fund, proposed building expansion and the summer program. Lutke commented that staff and head of school retroactive raises will be issued in June. Lutke commented that the PPP loan forgiveness application has been submitted using the preschool criteria for the submission.

d. Fundraising: Dani Geraci, LMFF president gave an update on the success of the Evening of Art fundraiser saying that it raised over $4800. The next fundraiser is a t-shirt sale.

e. Grant: Morse reviewed the committee’s written and submitted report. The 2% GTB grant application will be voted on later in the agenda.

f. Governance: No official meeting was held. Abbott and Bordeaux interviewed a prospective Board member candidate.

*Miezio left at 7:10 p.m.

g. Marketing: Bordeaux reviewed the written submitted report.

MOVED BY LUTKE SECONDED BY MCCONNELL TO APPROVE THE MAY COMMITTEE NOTES AND FINANCIALS AS PRESENTED.
AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED

8. May E-COVID Learning Plan Evaluation Resolution #6-2021:
Wilson confirmed that no changes were made to the original plan and there has been 100% participation.

MOVED BY LUTKE SECONDED BY MCCONNELL TO ADOPT RESOLUTION #6-2021 MAY E-COVID LEARNING PLAN EVALUATION AS PRESENTED.
ROLL CALL: KORROCH-YES, MORSE-YES, BORDEAUX-YES, MCCONNEL-YES, ABBOTT-YES, LUTKE-YES
AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED

New Business:

9. Approval of GTB 2% Grant Application Resolution #7-2021: Wilson reviewed the proposed budget for the grant application.

MOVED BY MCCONNELL SECONDED BY LUTKE TO ADOPT RESOLUTION #7-2021 GTB 2% GRANT APPLICATION AS PRESENTED.
ROLL CALL: KORROCH-YES, MORSE-YES, BORDEAUX-YES, MCCONNEL-YES, ABBOTT-YES, LUTKE-YES
AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED

10. PPP Loan: As discussed

11. Final Budget Amendment 2020-21: Lutke was pleased to announce the fund balance will come in around 11%.

12. Preliminary Budget 2021-22: Bordeaux questioned if the tuition increase for the new classroom is included and Wilson commented yes and the FTE used is 80. Wilson commented the ESSR funds are not included and the FTE amount used is $8,275. Wilson commented there was no preschool tuition increase for the upcoming school year.

13. Budget Hearing June 16, 2021: It was confirmed the budget hearing is June 16th and it has been posted in the Leelanau Enterprise.

14. Board Member Nomination Discussion: Abbott commented that Deborah Kuhn was interviewed for a position on the board of directors. Deborah Kuhn has a history with the school as a speech pathologist and likes the Montessori approach. With no objections Bordeaux and Abbott would like to forward her nomination to Bay Mills for consideration. Morse asked if there would be a conflict of interest and it was stated that she is no longer working at the school. Governance will move forward with the nomination with no objections.

15. Public Comment: Wilson commented that she would like to recognize Rebekah Wissink and Megan Jordan on their first year at school and showing up in so many ways. Also, Deb Shutt for her many shining years at the school. Wilson also recognized the many valedictorians and salutatorian that have come from the school. Beth Bassett wanted to recognize Molly Pavelek who has joined the staff and was a former student at the school and Emma Sommerfield who is the valedictorian at Suttons Bay and was a former student at the school.

16. Board Comment: Abbott thanked Sarah Bordeaux for all her hard work as president of the Board.

17. Adjournment:

MOVED BY MCCONNEL SECONDED BY LUTKE TO ADJOURN AT 7:50 P.M.
AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED

_______________________________  _________________________
Secretary                                      Date

LMPSA Minutes
5-19-21
HOS Report May 2021

The way organizations are now is a product of how we think and interact. They cannot change in any fundamental way unless we can change our basic patterns of thinking and interacting so that learning can be a way of life. - Peter Senge

GENERAL
We continue to prioritize the health and safety of the children and staff, keeping the children learning and maintaining school operations in our last weeks of school. Some milestones this month include NWEA and MSTEP testing, Camp LOC, Kindergarten visits to the Lower Elementary, our Library Launch and a Tour totaling 25 guests. We are looking forward to the upcoming bike outing, the Dance of the Cosmos, 6th Year celebrations and staff work week. The guidance for schools is to continue with COVID precautions as outlined in the CDC operational strategies for K-12 schools so we will continue to wear masks for the remainder of the school year.

ENROLLMENT/STAFFING
We are adding 28 new children next year. The grand total of enrolled children stands at approximately 125. We have some spaces in the Elementary but otherwise are full and there are still waitlisted children should current children unenroll. Our Summer Program is growing and will begin on June 28th. There are currently 24 children enrolled and our goal is 36. We have opened it to the public to fill slots. There are 4 staff members who will support this program and share their talents of movement, music, Spanish, outdoor education and positive, professional attitudes. We have interviewed candidates for the UE and Primary Lead Guide positions. We are hopeful that our two finalists will continue through our interview process and be hired. Typically, I will send a letter to the community in late May outlining staffing for the next year and updates on our growth and goals.

BUDGET/FINANCE
We are participating in this next round for GTB 2% grant request. The application is shared in smartsheet for your review. We are applying for monies to support early childhood program overall.

Wes has shared the draft budget amendment. There will be slight changes to account for but is largely squared away. He is working on next year’s budget for June meeting. The FTE is projected at 80. Tuition is projected at 195K. Expansion costs will be factored in and accounted for up to 60K and I also have contacted Cory at Chemical. The committees this month will set
their budgets for 2021-22. We expect some fluctuations as usual in our enrollment but are confident that we will maintain our current levels of enrollment in preparation for next year.

ACADEMICS
The children are learning, growing and joyful. We will hope that the habits and groundwork laid this year help to promote greater rates for growth and engagement next year. The test results feel a bit stalled but with all of the factors in families and our world, we are completely overjoyed that we have been able to connect deeply with our children and families during this time. I have prepared a slide presentation for our review showing NWEA growth. Every child grew but not as many met growth projections. This is an important distinction. We aim to increase the pace of growth to show a years worth of growth. MICIP continues to be an educational and informative process. Kate will update you all on our activity.

FACILITY
The expansion of the classrooms space by 1200 has been outlined with Finance and the Business office and is included in next years budget. This continues to be a priority for our upcoming year.
Our Earth Week Workbee was amazing! The pines, pathways and sheds were revamped. There are typical duties and goals for the facility that will need the support of the Facility Committee in the summer months.

Do you have any questions for me?
Committee Meeting
- We were in communication over the month over email but did not have an official committee meeting.

Library
- Kate began work with Martha in the library. As of this report, the books are being sorted.
- Once the books are sorted and organized for use we will begin a CRE (Culturally Responsive Education) plan and booklist.

MICIP
- The leadership team met with ISD twice.
  - The first meeting focused on discussing the Systems at Work assessment. This allowed for individual conversations with teachers from each level at the school.
  - The second meeting entailed filling out a causal theory template with the guiding question: "How do we ensure high performance of all stakeholders in critical academic and non-academic areas?" This was done in regard to leadership, infrastructure, curriculum, instruction, and teachers.
    - One goal is to have low effort/high impact systems.
    - The next step will be to apply these to core strategies ISD will share with us next week.
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 here: https://nmc.zoom.us/j/94538573626

Cooperation, Goodwill, Gratitude, Mindfulness, Respect

Title: Grants Committee Meeting
Date: May 13, 2021
Location: via Google Meets meet.google.com/mpa-zhty-xmh
Time: 11:00am
Participants Present: Sarah Bordeaux, Angela Brennan, Paris Morse

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Action Steps:
- Review draft of 2% grant so that it is ready for board approval at next meeting

Goals for next meeting:
- Determine next grants to apply for to best meet the future needs of the school

Future Agenda Items:
- Grants review
Marketing Notes, May 11, 2021
Present: Tom McConnell and Sarah Bordeaux

Website:
Sarah will reach out to Beth to see if contact has been made to our web designer.
*Master Calendar removed from website
*Missing bios
*Phone Compatible

Social Media:
Sarah has offered to lead Instagram and Facebook. Has contacted Elizabeth and Megan to retrieve login information, has yet to hear back.

Goals:
Create an events calendar for next year.