1. Call to Order: President Bordeaux called the meeting to order at 6:02 p.m.
2. Roll Call: President Bordeaux, Vice President-Secretary Abbott, Director McConnell. Director Korroch, Director Kuhn
   Absent: Treasurer Lutke (arrived at 6:08 pm)
   Others: Arden Wilson-Head of School, Beth Bassett- Recording Secretary, Abby Mikolowski- Bay Mills

3. Additions/Approval of September 21, 2022 Agenda: Add Academic Excellence as 7.a and move other items down.

        MOVED BY ABBOTT SECONDED BY MCCONNELL TO APPROVE THE SEPTEMBER 21, 2022 MEETING AGENDA AS AMENDED.
        AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED

4. Public Comment: None

5. Revisions/Approval of the August 17, 2022 Regular Board Meeting Minutes:

        MOVED BY MCCONNELL SECONDED BY ABBOTT TO APPROVE THE AUGUST 17, 2022 REGULAR MEETING MINUTES AS PRESENTED.
        AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED

*Director Lutke arrived at 6:08 p.m.


7. Committee Reports:

   a. Academic Excellence: Director Korroch reviewed the written submitted report.
   b. Finance: Director Lutke reviewed the written submitted report.
   c. Governance: Vice President-Secretary Abbott reviewed the written submitted report. It was discussed to move the October meeting back to the original date since the Bay Mills event has been cancelled. President Bordeaux will contact the auditors to see if they can change the date.
   d. Grants: President Bordeaux reviewed the written submitted report.
   e. Marketing: Director McConnell reviewed the written submitted report.
MOVED BY KORROCH SECONDED BY MCCONNELL TO APPROVE THE SEPTEMBER NOTES AND FINANCIALS AS PRESENTED.
AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

8. Board Membership 101: Board discussion regarding how to best use the training videos. It was decided for each Board member to view on their own and discuss at the meetings. The Bay Mills charter reauthorization process will begin next year. Director Korroch questioned if the Board members have ever been evaluated. It was agreed Governance will look into the process.

New Business:

9. Approval of Teachers/Admin Evaluation Certification Warranty Resolution #20-2022: MOVED BY KORROCH SECONDED BY LUTKE TO ADOPT RESOLUTION #20-2022 TEACHERS/ADMIN EVALUATION CERTIFICATION AS PRESENTED.
ROLL CALL: BORDEAUX: YES, KORROCH-YES, KUHN-YES, LUTKE-YES, ABBOTT-YES, MCCONNELL-YES
AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

10. Strategic Plan Implementation: Head of School Wilson invited the Board to review the draft brochure and asked how the Board will monitor and show progress. It was suggested to create a timeline and tasks. Director Kuhn suggested each committee look at the plan to see what is relevant to their committee and make suggestions, comments, or updates. The Board will review the process at the next Board retreat.

- Director Luke left at 7:23 pm.

11. Public Comment: Abby Mikolowski commented that Bay Mills will be replacing the cancelled event with two webinars and the Annual Reports should be available soon.

12. Board Member Comment: Director Kuhn thanked HOS Wilson for her work on the equity audit.

Adjournment:
MOVED BY KORROCH SECONDED BY MCCONNELL TO ADJOURN THE MEETING AT 7:32 P.M.
AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED

Secretary

Date

LMPSA Minutes
9-21-22
2 of 3
“Sometimes your joy is the source of your smile, but sometimes your smile can be the source of your joy.” — Thich Nhat Hanh

GENERAL

The school year is underway. It is the big lift! We are creatively and consistently building our well-oiled machine. Our team time is spent fine tuning and fine tuning the functional features of each day and bringing each child along, sometimes with a smile and sometimes with a tear. It is a beginning. We are all together in it! We have hosted one of two parent meetings, began our phone call outreach to parents and feeling jazzed with the strong implementation of systems in each setting. The Strategic Plan is in final and being published. Implementation is forthcoming and will require some timeline and task integration among many stakeholders. The amazing thing is that it gives us a road map and shared framework in which to prioritize our improvements. Communication, connection and curriculum work is our theme for PD to help frame the holistic model of Montessori. The annual PD plan is here.

ENROLLMENT/STAFFING

There are 123 students enrolled in the school. 11 more than last year, a 10% increase. We are counting on 74 FTE and $250K in tuition. Our new staff are orienting beautifully. I would like to highlight staff each month in this section. This month, I would like to introduce Carrie Mosqueda. Carrie is a Leelanau local who has a heart of gold, a skillful and sincere vision for her classroom and a love of learning. She is attending Southwest Institute for Montessori Studies (SIMS) and will earn her Infant-Toddler credential next summer. She is a parent of four children and a dual language speaker. She is always smiling, staying positive and conscientiously watching the children.

BUDGET/FINANCE

Our staffing costs, professional development needs, anticipated increase in costs of facility/building operations and anticipated requests for more financial assistance to pay tuition may impact our budget. I am eager to launch the annual giving with the assistance of Kate Kerr, our communication coordinator and perhaps begin to develop individual relationships with potential funders. Our budget reflects our commitment to student support/whole child achievement and instructional integrity.

ACADEMICS/WORLD CHILD
The instructional leadership domains in Marzano are the focus as I plan and help address the achievement gap and accelerate the attention on use of data to increase proficiency. Instructional leadership driver: Data confirms students are making progress towards meeting their achievement goals.

Our ability to understand how the authentic and regular use of the data mined from each assessment can support student achievement and progress monitoring is critical. I will be working with my ISD cohort to learn more strategies and systems to lift this. Some essential questions that I will be answering with support are:

1) What work is being done to employ valid assessments that are consistent with knowledge of child learning and development and technical standards of measurement.

2) How will you know that you are using assessment data appropriately and within technical limitations to monitor student progress and improve instruction.

Teachers are studying foundations of literacy and earning Orton Gillingham certification this fall and winter to better address the acute needs of every child as well as whole class instructional needs. We have had a setback with the NWEA testing and will be administering the assessment in early October. The assessment provides valuable data that can help teachers hone into both broad and targeted interventions. The Elementary team is studying the Common Core Standards in relation to the Montessori lessons to weave a stronger sense of each standard and deepen the depth of knowledge, vocabulary and higher order thinking activities associated within the CCSS.

Attendance and on-time arrival is another point of data that we are tracking. We are giving clear signals and support to help improve and remove barriers for our children. A lack of transportation/bussing is a barrier and we are working hard to problem solve schedules and scenarios with BATA.

Finally, we welcome Inga Siemenski to our staff retreat this weekend. Inga will lead a Montessori Orff Music Workshop bringing practical and powerful tools to all of us as we sing, say, dance and play. Inga comes to us from Alexandria, Va. and is an international Montessorian. She has done deep work with holocaust survivors and their families using the healing language of music. She is a Board Member at Washington Montessori Institute and teaches Orff Music worldwide.

FACILITY

The facility forum is next Thursday, where we will draft the Grand Plan and begin to brainstorm outdoor education/enrichments. Thank you to Shane and Jill Carson, Skowronksi Family, Dave LeFevre and the Sparling Family for their generous gift of time and resources to help our school shine.

Do you have any questions for me?
**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.

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**Cooperation, Goodwill, Gratitude, Mindfulness, Respect**

**Title:** Finance Committee Meeting  
**Date:** August 9, 2022  
**Location:** LMPSA  
**Time:** 8:45 AM  
**Participants Present:** Arden Wilson, Sarah Bordeaux, Beth Bassett, Sarah Lutke

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<th>Agenda Item</th>
<th>Discussion Facilitator</th>
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<td>Implementation Plan (Role of Finance)</td>
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- FTE currently at 73/74 (budgeted 74)  
- Some concern over financial aid for preschool tuition. Brainstorming ideas to increase available aid funds and researching additional resources for families.  
- Immediate need for a bussing solution. BATA is unable to meet the needs of our families as it currently stands. Arden is exploring solutions both with BATA and other sources (any of which will likely be a change to our budgeted item for transportation).  
- Arden provided an audit update and it was decided that we had no additional areas of concern or further expectations to add.  
- Discussed the implementation plan and the role of finance as it applies. One change we noted was adjusting the 5-year fund balance goal to reflect something we felt was more realistic such as 18% or an increase of 2% annually.
Title: Governance  
Date: September 13, 2022  
Location: LMPSA  
Time: 2 pm  
Participants: Sarah Bordeaux, Anita Abbott, Arden Wilson, Kate Kerr

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<td>Lease renewal with Health Department; status of preparatory work</td>
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<td>teacher/admin eval and employee cert warranty resolution</td>
<td>Sarah</td>
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<td>Agenda items for next week's board meeting</td>
<td>Sarah</td>
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<td>Need for additional board member; any potential candidates</td>
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<td>Committee meeting frequency</td>
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<td>strategic implementation plan and BMCC stewardship role</td>
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1. Would like to get an additional 1200 square feet as part of the lease renewal. Need to discuss with commercial real estate specialist to develop a strategy for going forward.

2. Strategic Implementation Plan: governance will insert new tab discussing process for amending the implementation plan.

3. Anita will work on a Letter to the editor to Leelanau Enterprise to try to generate interest in board membership.

4. Consider shifting grants and marketing to quarterly meeting requirement, and as needed. Also need to amend website (take out specific details, instead state that chair can be contacted for meeting dates/times).

5. Reminder: October board meeting will be October 26, and auditor will be there at 6 pm.
Grant September 2022 Notes

Present: Arden Wilson, Kate Kerr, Angela Brennan, and Sarah Bordeaux

Action Items:

- Fall 2% grant report and new Fall 2% grant request - Arden spearhead 2% report and new Fall 2% grant with grant committee support as needed (Due November 2022)
- Share school budget info/board notes with Kate/Angela - Sarah
- Research USDA and other food programs, come up with questions, possibilities of food programs for LMPSA - Sarah/Angela/Kate
- Add to grant opportunity (federal grant tribal/military) to grants committee spreadsheet (add website) - Sarah
- Paint supplies for school - Angela - follow-up if don't here back soon
- 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
- Mockingbird re-submit (same request for instruments/teacher training) $10,000 - Not done, due in January
- Develop list of upcoming grant opportunities and pass along to Arden - Sarah/Angela
  - The Joan Rajkovich McGarry Family Education Endowment
  - Whole Kids Foundation: Bee Grant
  - Ursula Thrush Peace Seed Grant; American Montessori Society
  - 2% grant
  - Others?
- Develop list of upcoming and current grant opportunities for teachers - Angela
  - Lowes Toolbox for Education
  - Pets in Classroom
- Genuine Leelanau Charitable Endowment - Sarah look into this
Marketing Meeting September 13, 2022 2pm
Present: Arden Wilson, Kate Kerr, and Sarah Bordeaux

Discussion of Budget:
Cornerstones $600 approx.
Signage $4000
Video $5000
Annual advertising (enrollment, activities, required postings)
Community Events (increase community involvement): defining LMFF and school budget needs

Marketing Committee to discuss how to use the budget
Sarah Bordeaux will work with Kate Kerr, Communication Coordinator, with social media and begin to prepare Kate to take over managing.

Discussed Implementation:
Defining whom and what events board and staff members will attend.

Next Meeting Oct 11, 2022 2pm