

**Rock Prairie Montessori School
Board of Trustees
Meeting Minutes
9/26/2023**

Board Members Present: Gabe Burke, Martha Carver, Abby Collett, Andy Dahl, James McGovern, Bianca Singer.

Staff Present: Melissa Badger, Mary Kline

G. Burke called meeting to order at 6:05 pm.

Motion to approve agenda. A. Dahl moved. B. Singer second. Motion passed.

Motion to approve minutes. A. Dahl moved. B. Collett second. Motion passed.

Leadership Reports

M. Carver was interviewed and featured in a Spectrum News article about Montessori education. Admin has been collaborating with the Sheriff's office on fine tuning our safety plans, which adds specifics to the reunification process. An updated and more detailed plan is due to the state by the end of the calendar year. Running an intruder drill and discussing safety topics was the focus of the September inservice. RPMS is celebrating its 30th birthday, which is the theme of this year's Bids 4 Kids. We are at our highest enrollment ever at 174, with waiting lists for both Toddlers' and Children's Houses. We have two new staff members with Montessori experience. There is research being done to replace the metal partitions in the main boys' bathroom.

Financials

August financials were reviewed, including Dodge & Cox and Advia account balances. These are preliminary financials - final ones will come after our accountant completes end-of-year processing. As of 8/31/2023, before adjustments, we are over \$2K net income.

2023-2024 Budget Proposal

A budget proposal, incorporating feedback from the accountant and admin team, was presented for the current fiscal year. The budget includes higher tuition due to increased enrollment, along with corresponding expense increases in items such as wages, snack, and permanent materials. With a pest control contract, there will be an added \$2K expense, beyond the presented budget.

Motion to approve the 2023-2024 budget as presented with an added \$2000 expense for the pest control contract. B. Singer Moved. A. Dahl second. Motion passed.

Furnace / Air Conditioner Replacements

With the furnaces and air conditioners being over 30 years old, there have been discussions to begin a schedule of replacement. Consensus was there was enough cash to afford replacing 2 furnaces and 2 air conditioners this fiscal year.

Motion to approve Thiele Heating and Air Conditioning replacing 2 furnaces and 2 air conditioners for a cost of up to \$20,000. G. Burke moved. J. McGovern second. Motion passed.

Motion to adjourn meeting. B. Singer moved. A. Dahl second. Motion passed.

Meeting adjourned at 7:27 pm.

After adjournment, the board went into closed session to discuss the Strategic Plan and Head of School Contract.

The next meeting is scheduled for October 24, 2023 at 6:00 p.m.

*Minutes Respectfully submitted,
Melissa Badger, Director of Finance and Communication*