

MINUTES FOR THE MEETING OF THE ADELINE MONTESSORI SCHOOL GOVERNANCE BOARD

Tuesday, June 17, 2025, 6:00 pm

This is an open meeting. Video call link: <https://meet.google.com/rce-mmfo-xmu>

Or dial: (US) +1 661-622-3249 PIN: 515 852 947#

More phone numbers: <https://tel.meet/rce-mmfo-xmu?pin=5023456408017>

1. Call to Order & Notice of Posting

- a. This is a meeting of the Adeline Montessori School Governance Board in public for the purpose of conducting the School's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.
- b. Wisconsin State Statute 19.84(2). Notices have been posted at least 48 hours prior to the start time at the AMS website and on our Facebook page.

2. Ensure Quorum

- a. Attendees: Board members: Emily Rodriguez, Danielle Sell, Bill Walsh, Michelle Krauska, Alia Rouf, Emily Brown, Jeremiah Swanson, Staff: **Cassie Maduscha**
- b. Guests: Max Schaefer, Annalyse Victor, Susie Gummo

3. Opportunity for Public Comment

- a. Must be done, in writing, 7 days prior to board@adelinemontessori.com

4. Guest Reports from Students and/or Teachers None

5. School Leadership Reports

- a. Adeline Montessori - Emily Rodriguez

Graduation and the Carnival was a success; everyone had a great time

We are in Summer Programs and schedule right now

QB Smart Care has been Launched

We received the Implementation Grant funds and they must be spent by 6/30, so we have been spending it.

6. Committee Reports

- a. Finance: Nothing but good news, particularly in comparison to last FY. Michelle Krauska moved to Acknowledge receipt of the financial reports, Bill Walsh seconded, unanimously approved.
- b. Parent Community: Annalyse reported the Carnival was the most highly attended event of the year. We covered all of our expenses and did raise some funds.
- c. Fundraising

7. Approval Items

- a. Minutes from the May 20, 2025, meeting 
- b. May 2025 Financial Report (report forthcoming)

8. Discussion/Possible Action

- a. Cash Flow Management: Emily Rodriguez reported that the Line of Credit has been approved by Landmark Credit Union.

b. Student Retention Policy

Decisions regarding student retention will be made on a case-by-case basis, taking into account each child's academic performance and social development within the educational environment. Factors considered include the student's reading ability, the presence of a Personal Reading Plan (PRP) or Individualized Education Plan (IEP), as well as concerns raised by parents/guardians and staff.

A meeting will be convened to evaluate these considerations, involving the Local Education Agency (LEA) representative, the child's parent or guardian, and relevant teaching staff. Following this collaborative discussion, a determination regarding retention will be made.

The final decision rests with the Adeline Montessori School's LEA representative, based on all relevant information presented during the meeting. This decision will be provided in writing and is final, with no option for appeal.

Danielle Sell motioned to approve as stated, Bill Walsh seconded, all in favor. It will be added to the Parent Handbook.

- c. Update on Board members, We received the resignation of Board Member, Michelle Yang; Danielle Sell's term is done, Bill Walsh will transition to Finance Committee member,

Vote on new members, Max Schaefer & Annalyse Victor for 3 year terms. Bill Walsh motioned to approve, Emily Brown seconded, all approved. Welcome! Emily R will send all Board members the Non-disclosure Policy to sign for the new year.

- d. Strategic Plan Check-in:

90% Staff and Student Retention: 1 staff submitted resignation that we knew about in advance, 2 staff were released based on enrollment, 1 student is not returning.

Decrease in Crisis Events: fewer events overall and more being handled in the classroom or by Special Education faculty. Definitely fewer that require front office administration intervention.


Building: Emily R. has been in discussion with a group of investors that may purchase the building and lease back to the school. Magee is closing and Waukesha has 4 schools that may be up for sale.

- e. Emily Brown asked about progress on meal service. Emily reported that they are still in communications; it does not look like Oconomowoc is an option, so they are investigating Kettle Moraine.
- f. Emily Brown asked about the prickly weeds on the playground. Emily Rodriguez will investigate.
- g. Confirm Next meeting - **July 22, 2025 6:00 pm**

9. Adjournment 6:47 pm

Closed Session to be held

1. Discussion pertaining to status and negotiation of financial matters.

[ = document sent to board members]