

MINUTES

FOR THE MEETING OF THE

ADELINE MONTESSORI SCHOOL GOVERNANCE BOARD

Tuesday, November 18, 2025, 6:03 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: Max Schaefer, Emily Rodriguez, Michelle Krauska, Alia Rouf, Emily Brown, Annalyse Victor
Absent: Jeremiah Swanson
- b. Staff: none
- c. Guests: none

3. Opportunity for Public Comment

- a. Must be done, in writing, 7 days prior to board@adelinemontessori.com
none

4. Guest Reports from Students and/or Teachers none

5. School Leadership Reports

- a. Adeline Montessori - Emily Rodriguez
Working diligently on the audit, it is due 12/1.

6. Committee Reports

- a. **Finance:** Committee did meet, and will be working toward more information to establish a goal.
- b. **Parent Community:** The Book Fair was the most successful we have had; \$3500 sold which is \$1200-\$1400 for faculty to choose new books.
Next up is the Holiday market and entrepreneurs craft fair.
We will be doing a second semester of the Lego club
Annalyse is also looking into Mad Science
- c. **Fundraising:** We are having a Gala on April 26, 2026 in Oconomowoc. The theme is Kentucky Derby and Danielle Sell is the coordinator. More details to follow.

7. Approval Items

- a. Minutes from the October 2025 meeting 📄 Max motioned to approve, Emily Brown seconded, unanimous.
- b. Q1 (July 1 to September 30) 2025 Financial Report; Michelle Krauska motioned to acknowledge receipt of the report for our review. Emily Brown seconded, unanimously approved.

8. Discussion/Possible Action

a. Strategic Plan Check-in Strategic Plan Check-in:

Cash flow management: We have not tapped into our LOC. may have to in Dec

Closing the COVID gap: great intervention groups, optimistic for results

Status of building purchase and/or relocation:

Emily toured Autumn Hill but there is no green space, nor gym

Emily B. emailed School District of Waukesha regarding their spaces.

The church is asking \$5.3 million and we would need 35% down payment.

Max met with Pastor Russell and the Trustees regarding their request for us to turn the lights out at night, clean the kitchen and program the heat.

Steady enrollment: Enrollment is dynamic but climbing. We lost 3 students, but have 3 new additional starting now, and then 2 in December and 2 in January.

b. File Management: Max

c. Confirm Next meeting - December 16, 2025 6:00 pm

9. Adjournment 6:39 PM

Closed session to be held

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

[ = document sent to board members]