

MINUTES

FOR THE MEETING OF THE

ADELINE MONTESSORI SCHOOL GOVERNANCE BOARD

Tuesday, December 16, 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: Max Schaefer, Jeremiah Swanson, Emily Brown, Michelle Krauska, Annalyse Victor, Emily Rodriguez
- b. Staff: Cassie Maduscha
- c. Guests: none

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

5. School Leadership Reports

- a. Adeline Montessori - Emily Rodriguez
Last week were Holiday Programs and the Infant Toddler holiday party
We are focusing on Winter Assessments
5K and Grade 3 AIMS and Act 20 for reading (4K is only fall and spring)
Scores look good
Grades 1-8 the winter STAR benchmarks, all scores are out Friday
Intervention plans are all ready for the return to school on Jan 5.
Audit is now complete and was submitted on Sunday, On Time!

6. Committee Reports


- a. Finance & Fundraising: committee meeting was postponed until audit is complete, Katie T is no longer at Adeline; we have hired a new CPA Ellen, and the CFO from Wauwatosa schools will be mentoring her. She will be available for the next Finance Committee meeting.
Next month everything will have been transitioned to Skyward, which will make it easier.
- b. Parent Community: We had the Kids Market and it seems it will be an annual event, but more volunteers are needed.
- c. Fundraising and Facilities: Max met with Pastor Russ to discuss:
We will let them know about events.
There is a leak in the South Hallway.

HVAC issues

Please turn off all space heaters.

They will be meeting monthly to continue communications.

7. Approval Items

- a. Minutes from the November 2025 meeting  Max motioned to approve, Emily Brown seconded, unanimously approved.
- b. Financial Report Max motioned to acknowledge receipt of the financials, Emily Brown seconded the motion, unanimously approved.


8. Discussion/Possible Action

- a. Strategic Plan Check-in Strategic Plan Check-in:
Cash flow management: Good, we still have not used Line of Credit
Closing the COVID gap: We have seen significant Academic improvement in the 2nd & 3rd graders; they are catching up. Upper Elementary scores have shown amazing growth.
Status of building purchase and/or relocation: Dec 3 meeting with School District: We saw 3 buildings, one did not meet our needs.
Whittier would have a parking issue,
Hawthorne would great: gymnasium, commercial kitchen, 8 acres,
SDW does not currently have a plan for the use, they do not want them to be empty and willing to rent or lease. We can schedule another tour for other Board members. We may also be able to see Bethesda.
Steady enrollment: ECC is a concern, we have 14 spots to fill.
- b. School Budget: Max: He would like a copy of the budget in order to review it with the financials. Emily Rodriguez or Cassie will share.
- c. Adeline Emails for Board members: Max: Cassie will make each Board member and email
- d. Confirm Next meeting - January 20, 2026

9. Adjournment 6:50 pm

Closed session to be held

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

[ = document sent to board members]