

MINUTES
FOR THE MEETING OF THE
ADELINE MONTESSORI SCHOOL GOVERNANCE BOARD

Tuesday, January 20, 2026, 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 6:02 pm

- 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, Michelle Krauska, Emily Rodriguez, Annalyse Victor, Alia Rouf
- b. Staff: Cassie Maduscha, Ellen Galbraith
- 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
Our new CPA Ellen, started Jan 5. Welcome Ellen!
Reading interventions have begun. Fortunately we have fewer each time.
2 additional teachers were sent to Orton Gillingham training
SPED staffing has been adjusted for staffing and needs of students.

6. Committee Reports

- a. Finance: committee meeting was postponed until audit is complete
Emily Brown, Treasurer has resigned from the Board for personal reasons. We will need to elect a new Treasurer and also need additional people on the Finance Committee in order to have regular meetings. Since Ellen just started, she will prepare the finance reports starting at the next meeting.
- b. Oaks rental agreement, this is to host their summer in-residence. Max Schaefer motioned to approve, Michelle Krauska seconded, all in favor.
- c. 2026-27 calendar for approval: There was a change to the winter break. If we launch the HS, they will have the additional days that Adolescent students do. Max Schaefer motioned to approve, Jeremiah Swanson seconded, all in favor.
- d. Parent Community: Annalyse Victor reported the Friendship dance is Feb 12. There will be the Book Fair in March. There are only 2 people on the committee, so many more are welcome. Michelle Krauska will update and work on the donations for the Gala.

- e. Facilities: Max Schaefer reported he had not had a meeting with the Pastor yet this month. Emily and Cassie reported there are still issues: the electric heater in the vestibule, the lights in the Middle School room flickered so much they had to turn them off, and even with the heat, the gym was at 59 degrees.

7. Discussion/Possible Action

- a. Strategic Plan Check-in
Strategic Plan Check-in:
Cash flow management: still in a good position
Closing the COVID gap: Reading scores are getting better each cycle
Status of building purchase and/or relocation: Dec 19 meeting with School District, Hawthorne and Saratoga were toured. The preference is Hawthorne. Max Schaefer motioned to evaluate further and pay for an appraisal for Hawthorne to determine a fair price. Jeremiah Swanson seconded. All in favor.
Steady enrollment:
- b. OEO performance framework discussion for new contract, the Performance Grid is due 2/15. The grid is based on our School Goal. We discussed how to measure persistence and determination to complete work. Cassie said there is a "Grit Scale".
- c. Approve January 2026 Board minutes: Max Schaefer motioned to approve, Annalyse Victor seconded, no discussion, all in favor.
- d. Confirm Next meeting - February 17, 2026

8. Adjournment 7:14 pm

Closed session to be held

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

[ = document sent to board members]