MINUTES
FOR THE MEETING OF THE
ADELINE MONTESSORI SCHOOL GOVERNANCE BOARD

Tuesday, August 18, 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 6:04 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: Jeremiah Swanson, Michelle Krauska, Annalyse Victor, Kelsie Imes, Alia Rouf
    b. Staff: Emily Rodriguez, Cassie Maduscha
    c. Guests: Bill Walsh
3. **Opportunity for Public Comment** none received
    a. Must be done, in writing, 7 days prior to board@adelinemontessori.com
4. **Guest Reports from Students and/or Teachers** none received
5. **School Leadership Reports**
    a. Adeline Montessori - Emily Rodriguez
    They just completed the last staff training, have 1 SPED position to fill and 1 or 2 paraprofessionals. All Specialists and core staff are hired.
    Tuesday is the Back to School gathering

    Strategic Plan Check in:
    Cash flow management: tight, as usual for this month.
    Update on building:
    The fence is being installed and will be complete by Friday
    The exterior of the building has been secured.
    Steady enrollment: Changing rapidly and will be finalized in the next few weeks.
6. **Committee Reports**
    a. Finance: status of bookkeeping Bill Walsh is facilitating the transition from Quickbooks to Skyward. Fortunately there is a Loan Covenant that requires an audit to be complete by Oct 31, which is in time for DPS as well.
    b. Parent Community: Club (LEGO club & Mad Science) signup will be at the Back to School night. They will also have the calendar of events so that families can plan to volunteer.
    c. Facilities: no meeting
7. **Approval Items**
    a. Minutes from the July 21, 2026 meeting Jeremiah Swanson motioned to

approve, Annalyse Victor seconded, all in favor.

   b. Financial Report: Pending transition to Skyward, available for the Sept BOD meeting

8. **Discussion/Possible Action:**
   a. Volunteer Requirement Policy: discussion continued from last Board meeting. Michelle Krauska motioned to approve the Volunteer Policy, Jeremiah Swanson seconded, all in favor.
   b. Discuss potential Board Strategic Planning meeting: It will be at our regularly scheduled monthly meeting time, and in person. Kelsie said she is happy to facilitate. Emily will share the SWOT analysis that was used last time, and everyone can come to the planning meeting prepared with goals for the new Strategic Plan.
   c. Discuss any possible new Board members; Ivan Imes would like to help on the Facilities committee, and could be a committee member, without being a Board member. Emily and Cassie will follow up,
   d. Confirm Next meeting - September 15, 2026 6 pm virtual meeting
9. **Adjournment 6:42 pm**

Closed session will be held:

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

[= document sent to board members]