

PEASD MONTESSORI CHARTER SCHOOL MONTESSORI GOVERNANCE BOARD MEETING

Palmyra-Eagle Montessori School - Library

Wednesday, April 15, 2026 at 5:00 PM

"This is a meeting of the Palmyra-Eagle Montessori Governance Board in public for the purpose of conducting the School's business and is not to be considered a public community meeting. If there is a time for public participation during the meeting it will be indicated in the agenda."

Wisconsin State Statute 19.84(2). The meeting notice was published on the District buildings/website.

I. Welcome and Introductions

A. Call to order **5:23**

B. Introduction of Governance Board members, staff, and any guests **Passed.**

In attendance were Lauren Fleming (Board Member), Lauren Rockteacher (Vice President), Lacie Timm (Board Member), Amanda Kutka (President), Justin Kutka (Treasurer). In virtual attendance: Joel Tortomasi (Program Administrator), only for PEMS Administrator Report

II. PEMS Administrator Report **5:25**

A. Questions on written Administrator report

B. Other updates from Administrator ***Some calls from prospective parents.***

Discussed taking a closer look at applicability of district assessments at the end of this school year.

C. Staffing proposal for 2026-27 school year

D. Update from District Administrator, Dr. Todd Gray ***not in attendance; Amanda will invite him to next month's meeting***

III. Governance Items **5:28**

A. Review and Approve March 18, 2026 meeting minutes **Approved**

B. Review and Approve March Vouchers & Checks for Grant

A. Kutka motion to approve; second by Fleming; voice vote at 5:30, all ayes

C. Review and Approve January, February and March Fund 21 Vouchers & Checks

A. Kutka motion to approve, on the condition that the \$5000 donation from Jani-King needs to be included in the next report; second by Rockteacher; voice vote at 5:36, all ayes

D. Review and Approve Grant budget for remainder of fiscal year

Discussion: Teachers to send "wishlists" to Joel

A. Kutka motion to approve; second by Fleming; voice vote at 5:42, all ayes

E. Review and Approve Grant budget for FY 2026-27

Fleming motion to approve; second by Timm; voice vote at 5:49, all ayes

IV. Committee Updates and Project Discussions and Approval

A. Update from the Enrollment and Engagement Committee **5:54**

Easter egg hunt went well. The handouts included a way to contact the school. Will do again next year. Michelle O'Brierto manage.

Dogs in Vests open house 5/30/26 - will have a table with coloring sheets, etc.

Teacher Appreciation Month - May

Working on monthly Facebook posts

Setting up a monthly Parents' Club

Last day of school activities

B. Update from the Finance and Fundraising Committee **6:01**

Rummage sale - Lauren R. to reach out to other online groups. Need to send message to parents.

C. Courtyard Project Update & Kitchen Project Update **6:03**

Waiting to place orders. Joel to send Lauren R. ordering template.

V. Old Items - Discussions and Approvals

A. Furniture quote for library and lunchroom **6:05**

Reviewed colors: Plum and Aubergine for chairs; Catwalk Cobblestone for ottomans and chat cylinders; New Age Oak for table tops.

B. Review wording of Mission and Values **6:13**

Send comments to Amanda; will table for now.

VI. New Items - Discussion

A. Update on a PTO forming for the Early Learning Center **6:15**

ELC PTO has been formed, they will hold elections in July. Lauren F. will be the liaison between the ELC PTO and this group.

B. New items introduced by Board members

C. Tour of a selection of unused rooms in the school **6:20**

Tabled. Joel not present.

6:23: Open House in May. Will be scheduled for a Tuesday afternoon. Once date is finalized, will send out a mailer.

VII. Closing remarks from the Board President

6:24 Adjourned

Upcoming meetings - all held at Palmyra-Eagle Montessori School - Library

Finance & Fundraising Committee Meeting, April 24, 2026, 8:15am

Enrollment and Engagement Committee Meeting, May 12, 2026 at 8:15am

Palmyra-Eagle Montessori Governance Board Meeting May 20, 2026 - 5:00pm

Upon request to the District Administrator, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodations including the provision of informational material in an alternative format for a disabled person to be able to attend this meeting. Please contact Joel Tortomasi, at 262-594-4330 ext. 3416.