

Regular Meeting

MISSION STATEMENT: Our mission is to educate students through Montessori methods and character development leading to intellectual curiosity and academic excellence, developing children who are self-reliant, peaceful, embrace diversity and contribute meaningfully to their community.

Date: October 20, 2025

Time: 6:00 pm

Location: Battle Creek Montessori Academy, 399 N. 20th Street, Springfield, MI 49037

APPROVED MEETING MINUTES

1. Call to Order

Elizabeth Turner called the meeting to order at 6:00 p.m.

2. Roll Call:

Board Members	Present	Absent
Elizabeth Turner - President	X	
Keona Ackley - Vice President		X
Derrick Freeman – Secretary	X	
Lisa Hahn – Treasurer	X	
Janice Vogel – Director	X	

Others Present: Susan Wakefield / Ferris State Representative; Kristen Crawford/
 Superintendent; Ryan Culey/Head of School

3. Approval of Agenda

Moved by Member Derrick Freeman, supported by Member Lisa Hahn, to approve the agenda, as amended, removing item “4. Audit Report Presentation - Maner Costerisan; A. Audit Report (Action Item)”.

Motion Approved – 4 Ayes, 0 Nays

4. Correspondence

A. FSU – Board Communication

Sue Wakefield led the discussion.

5. Approval of Regular and Organizational Meeting Minutes – September 15, 2025
(attached – action item)

Moved by Member Derrick Freeman, supported by Member Lisa Hahn, to approve the Regular and Organizational meeting minutes of September 15, 2025.

Motion Approved – 4 Ayes, 0 Nays

6. Building Committee Update (Standing Item)

Elizabeth Turner presented.

7. Treasurer’s Report

Lisa Hahn presented.

8. Business **Action** Items:

<i>Item</i>	<i>Purpose</i>	<i>Who</i>	<i>Materials</i>
A. Monthly Financial Report	Discussion/Vote	Lisa Hahn	September 2025 Report
B. Strategic Plan	Discussion/Vote	Board	Strategic Plan
C. Pay Transparency Report	Discussion/Vote	Kristen Crawford /Auditors	Report

9.A. **Motion** to approve September 2025 Monthly Financial Report, pending audit.

Motion	Lisa Hahn
Support	Derrick Freeman

Vote	Ayes	Nays	Abstentions
	4	0	0

9.B. **Motion** to approve the Strategic Plan.

Motion	Derrick Freeman
Support	Lisa Hahn

Vote	Ayes	Nays	Abstentions
	4	0	0

9.C. **Motion** to approve the Pay Transparency Report.

Motion	Lisa Hahn
Support	Derrick Freeman

Vote	Ayes	Nays	Abstentions
	4	0	0

9. Business **Discussion** Items:

<i>Item</i>	<i>Purpose</i>	<i>Who</i>	<i>Materials</i>
A. M-Step Data Review	Discussion	Ryan Culey	
B. Emergency Operations Plan Review	Discussion	Ryan Culey	

9.A. – 9.B. discussed.

10. Business Manager Reports

A. School Leader's Report

- Strategic Plan Update

Ryan Culey presented.

B. Operational Health Report

Kristen Crawford presented.

11. Ferris State University Comments

Sue Wakefield presented. Highlights of her report included updates on the School Safety Report and the Mid-Contract Review.

12. Public Comments

None

13. Open Forum

Member Janice Vogel reported on board training.

14. Closed Session (If requested)

None

15. Reconfirmation of Next Regular Board Meeting Date – 6 p.m., November 17, 2025

Confirmed

16. Adjournment

It was moved by Member Lisa Hahn to adjourn the meeting at 6:50 p.m. Member Janice Vogel supported.

Motion Approved – 4 Ayes, 0 Nays

Proposed Minutes

Submitted by:

Kristen Crawford

Kristen Crawford

Recorder

October 20, 2025

Approved by:

Derrick Freeman

Derrick Freeman

Board Secretary

October 20, 2025

Individuals wishing to address the Board of Directors will be heard from during the Public Comment portions of the agenda. Public will be allowed to address the board during the public comment section(s) of the meeting as noted on the board meeting agenda.

Individual comments are limited to no more than three (3) minutes each and a total time allowance not to exceed 30 minutes. The Board will not verbally respond to public comments but may follow up in the most appropriate and time-effective manner.

Complaints or concerns regarding Board members or school employees associated with the Academy shall first be addressed in writing and delivered by email to the Board President at least five (5) days prior to the Board meeting or such complaints or concerns shall not be heard by the Board.

This meeting is a meeting of the Board of Directors in public for the purpose of conducting the Academy's business and is not to be considered a meeting of the public. There is a time for public comment during the meeting as indicated on the agenda.

Individuals with special accommodation should contact the School Leader's office at least three days prior to the meeting by calling 269-339-3308.



Individualized Learning. Independent Instincts. Lifelong Development.

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Proposed and approved minutes of this meeting will be available for public inspection on the school website, or at the Battle Creek Montessori Academy School Office located at 399 N. 20th Street, Springfield, MI 49037 eight (8) business days after the meeting. Approved minutes are available within five (5) business days after the meeting at which they are approved [Open Meetings Act, Public Act 267