

MONONA GROVE NURSERY SCHOOL
BOARD OF DIRECTORS MEETING
Monday, September 16th, 2019
7:00 PM

MEMBERS PRESENT: Katy Kauffman, Zach Barber, Kelly Griseta, Kathryn Mingione, Teresa Bentler, Sarah Kopczyk, Brian Planey, Sue Carr, Juli Huston, Meaghan Cibarich, Nicole Blattner, Danielle Goldsmith, Maggie Jakubczak, Kate Brown

1) CALL TO ORDER

President Kaufman called the meeting to order at 7:02 pm.

2) ROUTINE BUSINESS

a) Approval of minutes from August 2019 meeting

- i) Kathryn Mingione made a motion to amend the August 2019 meeting minutes so item 3.n. will say the Meet, Greet and Eat is in October not September as well as correcting a spelling error (fundraiser). Sarah Kopczyk seconded and the motion to approve the minutes with the aforementioned amendment carried without opposition.

b) Report from School Director

- i) Accreditation--Sue shared information about the accreditation process MGNS will participate in this year. The person MGNS will be working with on this task, Angela, visited MGNS on 9/16/19. She shared a fact sheet about accreditation with the MGNS staff. She will be observing twice in every classroom, hopefully in September and October. There will also be times she meets with Sue and then the staff. Once accreditation is approved MGNS will be eligible for a grant. The staff plans to use that grant money to buy a shade for the playground. Next year MGNS will likely have more of a self-review accreditation process.
- ii) Donor Wall---Sue raised a question in her report regarding the donor wall. Discussion was had regarding best ways to share information about the donor wall and seek donations. The following ideas for ways to reach out to people were discussed:
1. Annual report--Send an annual report to alumni parents also seeking donations. This could maybe be an email which we have Maria help design.

2. Parent Meeting-We could include a slide about the donor wall at the beginning of the year parent night.
3. Newsletter –We could include information about the donor wall in the monthly school newsletter.
4. Spring Fling & Feb. parent meetings—Share information about donor wall at these all school gatherings.

Further discussion is needed to determine where the responsibility for these ideas lives. Who will be responsible for the donor wall?

c) Financial reports through August 31st, 2019 :

- i) Brian fielded any questions about the financial reports. He clarified that the preschool fees reflect those that have been invoiced not the actual fees that have been collected. A request was made for a column be added with the total annual budget as a point of reference.

3) ROUNDTABLE CHECK-IN/ COMMITTEE REPORTS

- a) Juli Huston- Juli had discussion with Lex, pastor of the church, about why the heat was already on. It is really hot and uncomfortable in the hallways. The discussion resulted in Lex turning off all heating vents in the hallways and he reported that no heat should be on in classrooms.
- b) Kelly Griseta, Kathryn Mingione and Danielle Goldsmith (fundraising)- Butter braid fundraiser is currently happening. Forms are due October 4th and they will be delivered October 17th. Parents can pick up the butter braids that day. Food Fight gift cards are still being sold. That fundraiser ends October 31st. Kathryn is planning to check in with Food Fight about how much MGNS has made. We are planning to have a wheel of fortune (wheel of pizza for Meet Greet and Eat). Any ideas for how that will work are welcome.
- c) Kate Brown (secretary) passed.
- d) Zach Barber (Buildings and Grounds)—Zach reported there have been odds and ends completed in the toddler time rooms.
- e) Meaghan Cibarich (volunteer coordinator)—The sign up for volunteer duties went out. At present, nobody has signed up for the Scoopie Night fundraiser at Culver's. That will be held on Tuesday November 5th, 2019. We have to have volunteers work at this event. If no parents are available then board members will have to fill the spots. Meaghan

requested an updated spreadsheet with current parents. She will be following up with parents (eventually) about volunteer/coop duty sign-up.

- f) Maggie Jakubczak (advertising) –Maggie led a discussion about having a video on our website. Historically MGNS has had a video on the webpage and it was very engaging. Discussion was had regarding pursuing a video versus spending money on more flyers. A decision was made to discuss the topic in more depth at a later time.
- g) Teresa Bentler (events coordinator)—Teresa shared a reminder that the Meet, Greet and Eat pizza night is scheduled for Friday October 4th. Sign-ups are going out this week (week of September 16th, 2019). Teresa led a discussion about whole pizza price and a decision was made to charge \$22 for a whole pizza. Teresa requested information about the volunteers who signed up to work that night from Meaghan (volunteer coordinator). Teresa also mentioned that school pictures will be happening again this year and information should go home soon.
- h) Katy Kaufman (president) shared that a long-term planning meeting and a meeting to work on setting up a Google drive have been scheduled.

4) ITEMS FOR DISCUSSION

- a) Review August parent meetings, orientation days, and first week of school:
 - i) Discussion was had regarding the parent meeting and orientation days. Present members had a general positive feeling about both. There was some discussion about how long the night felt and the overwhelming amount of information. Being clear but brief is important given how much information there is to take in for new parents. It was mentioned that perhaps having it on the Monona back to school night isn't a great day. It was mentioned that it seems useful to have the teachers introduce themselves in the whole school meeting, but keeping it brief is important. Several parents on the board said they liked the "First Day" poem and information. Sue said she welcomes feedback.
- b) Discussion on potential policy around immunization
 - i) Sue shared that we cannot reject students who are not immunized for religious beliefs or due to a medical condition/ disability. As a subtractor for 4k and private preschool, MGNS has the option to say no to families if they decide not to immunize children for personal reasons. At present, MGNS does not have a policy regarding enrollment of children who are not immunized due to family personal conviction. MGNS staff unanimously believes we should be able to say no to families who state personal conviction as their reason for not pursuing immunization

for their children. The board members present were in agreement with the staff. There was recognition that this decision may alienate some families, however present members expressed that the health of the other students and staff is a higher priority. Here are additional steps that were discussed: We should have a policy. Sue will check with other schools with similar policies (ie Aldo Leopold Nature Center) to see what their policy states. We should gather this information at registration so in the event we need to deny a family that decision occurs in the spring rather than the fall. The policy should be clearly communicated to current and prospective parents.

c) Talk through implications of school wide yoga:

i) Sue explained that there isn't a logical "opt out" option for families who do not want their children to do yoga. Discussion was had regarding ways to be more transparent about our partnership with *To the Moon! Yoga for kids* so parents who do not want their children participating in such activities are not surprised when it is mentioned at the beginning of the year parent meeting. The following were discussed as ways to increase our transparency around this partnership: Add a link to the MGNS website which acknowledges partnership and sends parents to the *To the Moon! Yoga for kids* website. Have Sue mention yoga partnership in tours with parents. Add information about yoga in flyers or on registration paperwork.

d) Review and discuss updated revisions to closed meeting policy

i) Discussion included adding more revisions. Revisions include: "Unless the topic at hand for the executive committee relates specifically to the compensation, contract terms, and/or benefits for the school director, the school director should be included in executive sessions" changed to "....the school director will be included in executive sessions." Adding wording to indicate that teachers can present themselves in writing or person. President Kaufman will present a new draft at the October meeting to be voted on by the board.

5) ITEM UP FOR A VOTE

a) None

6) ADJOURNMENT : Maggie Jakubczak motioned to adjourn. Sarah Kopczyk seconded. Motion carried and the meeting was adjourned at 8:32 pm.

7) Next meeting: Monday October 21st, 2019