

Monona Grove Nursery School

Board of Directors Meeting

Monday, July 20, 2020

7:00pm

*** Due to social distancing requirements, this meeting was held virtually, via Zoom.*

In attendance: Sue Carr, Kate Brown, Sarah Kopczyk, Kathryn Mingione, Jodi Schmitt, Juli Huston, Meaghan Cibarich, Danielle Goldsmith, Dawn VanHorn, Cassie Krausse, Erin Drewes, Amanda Rudningen, Stacey Neuman, Nicole Blattner, Chelsea Fait, Aimee Wendt

1. CALL TO ORDER

- a. President Mingione called the meeting to order at 7:05 pm.

2. ROUTINE BUSINESS

- a. Approval of Minutes from June 2020 Meeting
 - i. Danielle Goldsmith made a motion to approve the June meeting minutes as presented. Meaghan Cibarich seconded. The motion passed without objection.
- b. Report from the School Director
 - i. Enrollment
 1. The enrollment numbers as of this meeting are as follows: 11 Penguins, 11 Starfish, 18 Dolphins, 14 Manatees and 8 for Toddler Time.
 - ii. Building updates:
 1. An air conditioner was purchased. Working on getting new sand and rubber chips for the playground.
 - iii. End-of-Year Parent Survey
 1. Results Highlighted in report. How do board members work as ambassadors more often?
 - iv. Updates on opening & Options for 3K
 1. Virtual learning slideshow highlights--play based, aware of limits on screen time for 4K students. Still some unknowns from MMSD. Not sure what expectations will be, what we will have access too, etc.
 2. 3K-Teachers working 40% if Work Shares Program is approved. 3K teachers would offer some programming if parents are interested.
 3. Unknown--schedule from MMSD, weekly schedule. What will balance and workload be for virtual learning. What tuition should

be paid? Do we reach out to families who dropped out to see if they are interested in virtual/ at-home learning?

4. What do we do with Toddler Time tuition? Do we give refunds?

c. Financials

i. Fiscal Year End

ii. Balance Sheet

1. Amanda Rudningen reported we ended the fiscal year slightly above for total enrollment revenue because we were fully enrolled (we budgeted slightly under full enrollment). Statement shows what we gave back for tuition payments. We ended where the budget was supposed to be at.
2. Balance sheet- Current balance looks higher as it includes PPP small business loan for \$42,000. Can apply for forgiveness of PPP loan starting in mid-August. We have two CDs coming due.

3. ROUNDTABLE CHECK-IN

a. Kathryn Mingione-

i. Kathryn thanked all present board members and staff for all the extra work they have been doing this summer.

b. No updates from other board members.

4. ITEMS FOR DISCUSSION

a. Fundraising Updates & Brainstorming (Danielle & Aimee)--

i. The Brat Sale was officially wrapped up.

ii. Many of the past fundraisers are not going to be options this year (ie Food Fight, Culver's, etc.) Business aren't going to be able to donate.

1. Butter Braids company is still doing the sales.

2. Ideas--Drive-thru tap room. Meet, Greet and Eat Pizza --meet a penpal and pick up a pizza and a letter. Could we integrate Zoom with families?

a. Danielle and Aimee shared new ideas which included a penny drive, MGNS tote sales, run/walk challenge.

b. Parent Co-op Duties – New ideas (Meaghan)

i. Virtual learning will change the volunteering needs for the parent co-op duties, so Meaghan has been working on how to adapt the duties. Any ideas should be sent to Meaghan.

c. Communication to Alumni (Sarah)

i. Sending out communication to alumni families.

ii. Sarah asked for ideas for communication with Alumni families and the following ideas were generated:

1. Maybe include fundraising ideas

2. Quarterly newsletter and around holidays/end of fiscal year
 3. People may be interested in being connected with parent learning , so an article, or something.
 4. Alumni spotlight--MGNS kid who has grown
 5. Email blasts or post cards for updates--not just looking for donations.
- d. Revised COVID-19 Tuition & Payment Policy
 - i. Discussion on the revised draft was moved to the August meeting now that we know MMSD will be doing virtual learning Q1.
 - e. 3K virtual/at-home learning options
 - i. We will be holding the 3K spot even if parents don't pay September 1st tuition.
 - ii. Discussion about whether to offer virtual 3K programming or try to open in person included following points:
 1. Virtual learning not developmental for 3 year olds
 2. Is it worth all the work and risk for 3 hours of in person learning, 2 days a week?
 - f. Tuition for 3K and 4K
 - i. The board discussed changes to tuition for 3K and 4k with virtual learning. 3K "at home" learning/ distance learning would be less intense than 4K due to 40% of teachers being paid.
 - ii. Sue offered an option of 50% of tuition for distance/"at home" learning for 3K.
 - g. Parent Meetings in August
 - h. Anti-Racist Work Check-In
 - i. Ideas--google doc of resources
 - ii. Parent book club later in fall

5. ITEMS UP FOR VOTE

- a. Learning model:
 - i. Sarah *Kopczyk* made a motion to postpone all MGNS in person instruction through October 30th to be reevaluated during the October 2020 board meeting. Nicole Blattner seconded the motion. The motion carried with no objection.
- b. 3K Tuition:
 - i. Aimee *Wendt* made a motion to charge a flat rate tuition fee for 3K classes of \$150 for "at home" learning. Meaghan Cibarich seconded the motion. The motion carried unanimously.
- c. 4K Tuition:
 - i. Motion to reduce tuition for Dolphin and Manatee class to 75% of full tuition cost while not in person learning and resume collecting full tuition

for those classes when in person instruction resumes. Nicole Blattner seconded. The motion passed unanimously.

- d. Refunds for Toddler Time
 - i. Chelsea moved to credit toddler time families for future programming at MGNS. Kathryn Mingione seconded the motion. The motion carried without objection.
 - e. Reduced Rent Offer from Lex/LEUCC
 - i. Kathryn Mingione moved that we propose paying 50% of our rent while not using the building. Any changes to this offer could be decided by the executive committee. Chelsea Fait seconded the motion. The motion carried unanimously.
6. ADJOURNMENT
- a. President Mingione adjourned the meeting at 9:24pm.

Next Meeting: Monday, August 17 @ 7:00pm (Zoom)