

Monona Grove Nursery School
Board of Directors Meeting
Monday, July 19, 2021
7:00pm

In attendance: Sara Brelie (Secretary), Kathryn Mingione (President), Sarah Kopczyk (Alumni Relations Coordinator), Dawn Van Horn (Teacher), Juli Huston (Teacher), Patrice Stadler (Teacher), Lynn Witte (Member at Large), Sue Carr (School Director), Aimee Wendt (Fundraising Coordinator), Nicole Smialek (Events Coordinator), Laura McGuire (Volunteer Coordinator), Beth Kernan (Vice President), Chyna Benzine (Equipment and Inventory Coordinator), Clint Cecil (Fundraising Coordinator), Amanda Rudningen (Treasurer)

1. Call to Order

- A. President Kathryn Mingione called the meeting to order at 7:02 pm.
- B. Introductions
 - i. Board members and staff introduced themselves.

2. Routine Business

- A. Approval of Minutes from May Meeting
 - i. Sarah Kopczyk noted that her last name was spelled incorrectly at the top of the minutes and in Section 3. A. i.
 - ii. Laura McGuire moved to approve the minutes with the correct spelling of Sarah Kopczyk's name. Chyna Benzine seconded the motion. The motion was approved unanimously.
- B. Approval of Minutes from June 16 Special Meeting
 - i. Juli Huston stated that Henry Huston, who was listed as attending the June meeting, was never in attendance. Juli was attempting to log in and his name was displayed on Zoom.
 - ii. Lynn Witte moved to approve the minutes with Henry Huston's name removed. Beth Kernan seconded the motion. The motion was approved unanimously.
- C. Letters requesting exemptions from vaccination policies
 - i. Letter from parent requesting exemption from Hepatitis B vaccine requirement for MGNS student on medical grounds
 - a. Discussion occurred regarding the history of these types of requests. Historically, exceptions in cases requesting medical exemptions have been granted.
 - b. The exemption was unanimously granted.
 - ii. Letter from parent requesting exemption for themselves from COVID-19 vaccine requirement for parent volunteers on religious grounds
 - a. This is a request for exemption from the policy decided at the May meeting and discussed at the June Special meeting.

- b. The board discussed the health and safety reasons for the policy, the alternatives that had been offered to the family if they do not wish to get vaccinated, and how the school can be proactive in helping the family find someone to fill in for their parent-helping duties as historically, exceptions have not been made for families for their co-op volunteer requirements.
 - c. The Board unanimously agreed not to grant this exception.
- D. Report from the School Director
 - i. Sue summarized her report.
 - a. Enrollment numbers are down a little.
 - b. Recently open staff positions are filled.
 - c. Sue encouraged new members of the Board to look at the shared drive for policies and other important info.
 - ii. Teachers have decided to do driveway visits to students again this year. Teachers will bring students' MGNS t-shirts and a folder with info for parents. This will be in addition to the classroom orientation.
 - iii. There were no questions about the contents of Sue's report.
- E. Financials
 - i. Treasurer Amanda Rudningen reported on financials as of June 30, 2021.
 - a. Cash on hand looks strong. PPP loan was completely forgiven but that will be reflected on the next Balance Sheet. Overall, enrollment income was down last year, as expected. However, fundraising was better and grants were greater than expected, which made up for income deficits in other places.

3. Roundtable Check-In

- A. Kathryn shared information about an event August 14 organized by the North Star Neighborhood Association, which could be a place to volunteer and promote MGNS. Board members should email Kathryn if interested.
- B. Meet, Greet, & Eat
 - i. Events Coordinator Nicole Smialek gave an overview of the way the Meet, Greet & Eat was done prior to 2020 and some discussion thoughts and questions about the goals of the event and how to hold it this year. There was consensus that the event should be more about bringing people together than fundraising.
 - ii. Discussion occurred about various options - an indoor, fully masked event with food to-go, or an outdoor event with food served and/or food to-go. The possibility of an outdoor event with time slots for kids and families to go inside and visit classrooms was also discussed.
 - iii. The decision was made that the event should have an outdoor focus with the building open only for bathrooms. Classrooms should not be open to families due to the difficulty of keeping kids/families in classroom cohorts and cleaning between cohorts. Anyone over 2 years old entering the building for the bathroom should be masked. The event will be on October 1 and can function as a kickoff for the Jellyfish Jaunt.
 - iv. Decisions about whether and how to serve food and other details will be made later.

C. Fundraising - Overview

- i. Fundraising Coordinator Aimee Wendt gave an overview of fundraising plans for the year.
 - a. Food Fight is not offering Cards for a Cause this year
 - b. Culvers did not do Dine-In nights last year. Fundraising Coordinator Clint Cecil has spoken with them and is waiting for a call back from a manager to see if they might be doing it this year.
 - c. Chipotle is open for a Chipotle Night all of October, so it might make sense to target the third week of October soon after the Meet, Greet & Eat. Other restaurant nights to be scheduled include MOD Pizza, Noodles & Company, and possibly Benvenutos.
 - d. Butter Braids will happen and may need a couple of volunteers. The plan is to do the Second Annual Jellyfish Jaunt in October. Fired Up Pottery is confirmed and scheduled for November 7-14 and will include gift cards.
 - e. Ongoing fundraisers were discussed. The suggestion was made to highlight Amazon Smiles in the folder that goes to parents before school starts. Suggestions were also made to label things parents might see at the school with Oliver's Labels and posting about labels and other ongoing fundraisers on Facebook around mid-August.
 - f. Patrice Stadler asked about outdoor school photos by Teresa Bentley, which has functioned as a fundraiser in the past because Teresa donates some of the sales to the school. Sue said she is already scheduled to come this year.

4. Items for Discussion

A. 2020-21 Parent Survey Results

- i. Kathryn pointed out that overall the feedback was great and a testament to the staff's hard work and success last year.

B. School Year 2021-22:

i. Masking Requirements

- a. Chyna Benzine mentioned that the American Academy of Pediatrics recently put out a recommendation for universal masking at schools, which is different from the current CDC guidance.
- b. Sue Carr reported that the teachers were generally in favor of having adults (including teachers) wear masks if children do and having outdoor play be without masks.
- c. The Board agreed that the policy should be universal masking indoors.
- d. Discussion occurred regarding masking policy outdoors. A decision was made to discuss it again at the August meeting and make a decision then.

ii. Parent Meeting in August

- a. Sue reported that teachers have discussed a format similar to last year's plans - an informational slideshow would be sent out to parents and classroom meetings will occur over Zoom. Orientation day for students to visit classrooms with parents will be in-person.
- b. Everyone on the Board is in agreement with that plan.

- iii. Beth Kernan suggested that MGNS might want to continue Zoom story time, possibly as a fundraiser with parents being asked to make a small donation to

attend. Kathryn suggested this might be something the Board could take on as a way of interacting more with families, which was difficult to do last year and might be difficult to do again this year.

- iv. Beth Kernan asked about how our COVID-19 vaccination policy for classroom volunteers lines up with people from the church who might be unvaccinated and in the building. Sue said generally speaking, no one would be allowed in the classroom with the kids. She will talk to the church about their protocols.

5. Adjournment

- A. President Mingione adjourned the meeting at 8:44 pm.