

**Monona Grove Nursery School
Board of Directors Meeting
Monday, November 15, 2021
7:00pm**

***For COVID-19 safety, this meeting was conducted via zoom*

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

1. Call to Order

President Kathryn Mingione called the meeting to order at 7:04pm.

2. Old Business

- a. Statement re: Notifying parents about public events taking place in the areas used by MGNS. The following language is proposed to be added to the MGNS handbook in the Communication Section:

The MGNS Board, Staff and Director will make every effort to notify, with as much advance notice as possible, parents/guardians of MGNS students about other events taking place within the building space used by MGNS when school is in session. Proactive communication with the churches (LEUCC and CTSR) and other tenants of the building will continue through a shared calendar, open dialogue, and other communicate as needed.

- i. Discussion was had about why the statement was written instead of creating a position to deal with these situations.
- ii. Kathryn stated after discussing a new position re: communication with the churches with Sue, it felt unnecessary since there is very little communication to be done and Sue does this already through the shared calendar. The discussion evolved into a broader conversation about if it is clear enough in the parent handbook that our relationship with the churches and nature of how space used means that common areas are used during school hours. Sue and Kathryn agreed to work on a different statement outlining this so it is information available to parents when considering MGNS. The topic was tabled and will be discussed again at the December board meeting.

3. Routine Business

- a. Approval of Minutes from October Meeting
 - i. The minutes were unanimously approved without changes.
- b. Report from the School Director
 - i. There were no questions. Renting an ice skating rink for MGNS families was discussed. The general consensus was that this is a good idea and would probably work best on a weekend. Alumni Coordinator Sarah Kopczyk asked whether alumni might be invited to skate and it was decided that first the invitation would go out to current families, followed by alumni if there is space.
 - ii. It was decided that virtual yoga for parents and the general consensus was a good idea.
 - iii. It was decided that Alumni Coordinator Sarah will do an end-of-year letter to alumni with updates about the school reopening and a reminder that donations to the school count as charitable contributions. Sarah will need an updated list of alumni who left at the end of the last school year.
 - iv. Sue asked for feedback from parents after the first school closure due to positive COVID. Parents from several classrooms expressed their appreciation for the precautions taken by the school. Frustrations with the decisions, policy and the time it takes to get negative test results were also discussed.
 - v. A discussion was had about future masking requirements. Aimee suggested that an email should go out ensuring parents know that the masking requirement will stay in place at MGNS after the public health order expires. Sue said she plans to do that.
 - vi. A discussion was had about removing the masking requirement outdoors, which is supported by the teachers beginning January 3, 2022, when students return from holiday break. Laura mentioned that MMSD is keeping the masking requirement outdoors until at least the end of second quarter. Sue explained that the plan was to make the change between semesters because that is when students are learning some new routines anyway.
- c. Financials
 - i. Treasurer Amanda Rudningen stated that cash on hand is currently strong. We are over budget for repairs and maintenance because of the decision to help pay for repaving the parking lot, which was not budgeted for. Otherwise there are no major discrepancies between the budget and expenses.
 - ii. No questions were asked about financials

4. Roundtable Check-In

- a. Fundraising Coordinator Aimee Wendt stated that fundraising has gone well so far this fall.
 - i. Culvers night has been rescheduled for 12/14, and the same volunteers are able to volunteer. Volunteer Coordinator Laura McGuire mentioned that there are only 4 parents signed up, so they each need to work 3+ hour shifts. If

Board members are able to volunteer that would lessen the parent volunteer load a bit.

- ii. Prizes are ready to go for the Jellyfish Jaunt other than gift cards. Aimee will get that together so prizes can be delivered this week.
- b. Events Coordinator Nicole brought up storytimes. December and January each have only one volunteer and those volunteers need helpers. Aimee volunteered to help Laura in January. Kathryn volunteered to help Beth in December, but encouraged others to sign up in her place.
- c. Equipment and Inventory Coordinator Chyna Benzine gave an update on two repairs to the outside cottage.

5. New Business/Items for Discussion

- a. Tuition Rates for 2022-2023 school year
 - i. Amanda proposed a 3% increase for preschool rates and \$5 increase for toddler time. Lunch bunch rates would remain the same.
 - ii. Kathryn moved to accept the proposed rates, and the motion was seconded by Beth. The motion passed unanimously.
- b. Return of helping parents in the spring semester
 - i. Review of survey results - 82% of parents who responded agreed they were comfortable with parent volunteers returning to the in classroom; 3 disagreed and 3 strongly disagreed
 - ii. The possibility of parents helping out with snack and clean-up while children are not present in the classroom was discussed. Teachers generally feel it would be helpful to have parents fully back in the classroom. Some parents have also expressed a strong desire to return to this level of involvement. The suggestion was made that mask expectations be made clear to parents before they come in the classroom, and teachers affirmed they would be comfortable correcting parents wearing masks improperly if necessary.
 - iii. Timing of a return to volunteers in the classroom was also discussed. Beth Kernan moved to have volunteers return to the classroom January 3, after winter break. The motion was seconded by Clint Cecil. The motion passed 11-2, with two abstentions.
 - iv. It was decided that teachers will make a training video for parents since no helping parent training was done in the fall.

7. Adjournment

- a. President Kathryn Mingione adjourned the meeting at 8:43 pm.