

**Monona Grove Nursery School
Board of Directors Meeting
Monday May 16th, 2022
7:00pm**

In Attendance : Kathryn Mingione (President), Lynn Witte (Member at Large), Laura McGuire (Volunteer Coordinator), Nicole Smialek (Events Coordinator), Amanda Rudningen (Treasurer), Clint Cecil (Fundraising Coordinator), Denay Czerniecki (incoming Fundraising chair) , Beth Kernan (Vice President), Maria Keegan (incoming Advertising Chair), Sarah Hackett (incoming Alumni Chair) , Robin Smekal (incoming Volunteer Coordinator , Chyna Benzine (Equipment and Inventory Coordinator), Jodi Schmitt (Teacher), Juli Huston (Teacher), Sue Carr (School Director)

1. Call to Order

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

2. Introductions – Church Guests and New Board Members

Board Members and others attending the meeting introduced themselves since incoming Board Members and Church Trustees were in attendance.

3. Church Trustees Leadership Council

President Kathryn Mingione thanked Church Trustees for attending the meeting. This has been the first meeting between Church Trustees and the MGNS Board of Directors in over two years. The following questions were asked and discussed:

1. If there are plans to replace the wooden signs in the front or back of the building, we would love to be included! Is anything in the works for this? Please let us know!

- Lake Edge United Church of Christ has a partnership ('Alliance') with Christ the Solid Rock to share church space. The Alliance is working together on branding, and there is no timeline for replacing the wooden signs yet. When signs are replaced, MGNS will be included.

2. Now that the LEUCC/CTSR is a polling place, a main concern for the school/families from a security point of view is that the doors will be unlocked and the building will be open to the public on election days while our students are in the building. We are considering closing the school on election days in the future. What is your perspective on this?

The church will continue to be a polling place this year. They plan to use a rope and gate to keep the polling place separate from the school. They will not be using Fellowship Hall as part of the polling place.

3. We have a new policy this year that we will alert families with as much advance notice as possible about other events happening in the building so they can choose whether or not to send their children to school on a particular day. Some parents have expressed concern over security in our school with community members coming and going (what we mention in question #2). From your perspective, what is being done that will help reassure parents that we are keeping students as safe as possible while other activities are held in the building?

Church Volunteer Marge will communicate with School Director Sue Carr about Church/School calendars. They can connect by email, phone or text and will let each other know as soon as possible if there are changes or updates to schedules. Marge would like to continue this plan and continue communicating with Sue. The church tries to plan things as much as possible on nights and weekends when school is not in session. Marge is trying to work with LEUCC Pastor Lex and the Deacon of

CTSR to know about all events. There are about three church staff who are in the building

throughout the day, and if a plumber or electrician or other tradesperson comes Lex meets them at the door, asks them to mask up and stays with them the whole time they are here. There are two blood donation drives each year and they are scheduling them on Monday afternoons so they don't interfere with classes.

Dolphin/Sea Otter Teacher Juli brought up funerals. Church members said they try to do funerals on Monday afternoons but they will discuss with Lex again about what to do with Funerals and using Fellowship Hall. MGNS will ask that people wear masks if they are setting up funerals and using the kitchen before 3:45pm.

4. What is the policy/process for who is allowed to have the door code or keys, and thus access, to the building? Teachers have mentioned that there are people who come in who they do not recognize as staff but who accessed the building with the code or keys; clarification on who gets the access to the building would be helpful. (Also, we are happy to share a list of all associated with MGNS who have keys/access to the building after hours.)

The Board for Buildings and Budgets has it on their agenda to re-key doors and then they will assign keys. Code-Pad is old, cloudy and they are thinking strongly of changing the code more often or maybe just going with keys. They will meet on this and let Sue know what is decided.

5. We have let families know that we have a shared calendar with the churches so that we can be kept aware of upcoming events. It would be most helpful to get a notification as soon as a community event is added to your calendar and for this calendar to be kept as accurate and up-to-date as possible. Is there anything we can do and/or how can we help ensure that all events are shared with us (e.g. Sue/School Director) as soon as they are put on the calendar (and also in the instance that there are changes for an event)? This way we can communicate to families in a timely manner so they can choose whether or not to send their child to school and make arrangements for that.

This question was addressed in the discussion of question number 3.

6. What is the general feeling about the churches' financial health and stability? 4-5 years ago there was a time when things felt tenuous; how are things now? Do you have any concerns about that shifting in the upcoming years?

Despite the pandemic, the church is in the black which is better than a lot of churches in the state. The church does not foresee changes in the future. The partnership with CTSR has definitely helped. The church held a fundraiser this year for \$85,000-\$90,000 to help cancel debt. If anything changes, they will let us know.

7. The building has signage about masking for COVID prevention continuing to be policy. Do you feel that is able to be enforced? Are other tenants adhering to this?

CTSR has made masks optional. LEUCC asks for masks to be worn, but might make masks optional for services and nighttime activities. The church plans to always adhere to MGNS masking policy during school hours. The masking policy is fluid - requirements and signage can be changed as necessary.

8. What is the status of Sankofa School? When the Dane County mask mandate was in place, there were times it was not being followed when Sankofa staff and students needed to use the kitchen or Fellowship/Alliance Hall. What is the expectation now with no county mask

mandate, but a building requirement of masking?

Sankofa School will not be in session in person the rest of the year but they are in negotiations regarding a contract.

9. Our board is made up of both the MGNS staff and a group of parents who volunteer to be on the board. Our parent board changes year-to-year as children age out of our school so there is always a bit of a learning curve each year. The pandemic has made it challenging to meet with the church boards but we (I, Kathryn, President :) want to be better about that in the future. We also want to make sure we are including all those involved in decision-making for both LEUCC and CTSR. It would be helpful to have a "flow chart" of sorts to let us know who to go to for what questions (e.g. who is in charge of what?) and also to help our yearly changing parent board get to know the setup of the boards/trustees/staff of the churches. Can you provide us with this kind of resource? Since Lex is the salaried staff, all questions to him and he will reach out to the appropriate other party if needed. MGNS board or parents can direct questions to Sue/school director and she will reach out to Lex. Lex will reach out to appropriate parties to fix problems or concerns. The rest of those working for the church are volunteers which is why all questions should go through Lex.

Thank you to all Church Trustees.

4. Routine Business

a. Approval of minutes from April

Laura McGuire moved to approve the April 2022 minutes as submitted. The motion was seconded by Lynn Witte and passed unanimously.

b. Report from the School Director –

- i. School Director Sue Carr highlighted that summer camp session enrollment is great - both are full with waitlists. Someone has been hired for lunch bunch in the fall. That person will be paired with a teacher, and Lunch Bunch will be in Fellowship Hall. Ideas for a yoga or meditation teachers to replace Megan were discussed.
- ii. Clint Cecil brought up the possibility of a paver path from the parking lot to the playground for parents who are picking up their kids. A suggestion was made to get quotes. Any work would have to be approved by the church Alliance. Suggestions were also made about pouring a concrete sidewalk, with possible fundraising efforts that could include engraving family names on the pathway. This will continue to be discussed at future meetings.

c. Financials

Treasurer Amanda Rudningen reported that the balance sheet continues looking good, especially considering covid, and cash on hand remains steady. Kathryn mentioned that the July meeting will involve a budget-heavy conversation.

5. Roundtable Check-In

- a. Chyna Benzine brought up the possibility of having a Little Library just for MGNS outside the playground, with a Board member being a steward to keep up with it.
- b. Fundraising Coordinator Clint Cecil gave a fundraising update.
- c. Vice President Beth Kernan gave a huge thank you Board and parents for helping with Teacher Appreciation week.

6. Items for Discussion

a. Closing School for election days

A discussion was had about whether MGNS should remain open on election days when people are voting in other parts of the building. If open, parents could decide whether to allow their children to attend those days. Board Members could volunteer to sit in the hallway on election days to make sure no one from the public wanders into the MGNS School area. A suggestion was made that there could be signage on election days and funeral days for individuals who wander to the wrong door.

b. Continuing to keep board meetings 3rd Monday of the month at 7pm

No one objected to keeping the same Board Meeting schedule next year.

c. Questions to include in Parent Survey

The Board discussed possible questions to add (in addition to regular/typical yearly questions ones) for the Parent End-of-Year Survey. Suggestions were made to ask about a possible Meet, Greet and Eat event next year and about views on school safety during elections and funerals. Incoming Alumni Coordinator, Sarah Hackett also would like to include a question about best ways to stay in contact with those becoming alumni.

7. Items up for a potential vote

a. Closing school on November Election Day

A motion was made by Clint Cecil to remain open on November 8, Election Day, this year. The motion was seconded by Beth Kernan and it passed.

8. Adjournment

Clint Cecil moved to adjourn the meeting. Laura McGuire seconded the motion, and the meeting was adjourned at 8:29pm.