

MEETING HOUSE NURSERY SCHOOL
BOARD OF DIRECTORS MEETING

Date: October 15th, 2025
Staff Lounge/Courtyard E
5:00-6:30 pm

In attendance: Kristine, Sarah, Molly, Amanda, Casey, Laura,
Julie, Jamie, Whitney, Devon and Mo

Board approved September meeting notes through email on September 19.

Motion to approve minutes: Jamie

2nd: Mei

Vote: All in favor

1. Call Meeting to Order at 5:04 pm by Jamie; Chair
2. Executive Director Report; Director
 - a. Enrollment is the same; in November we will fill a PM 3-year-old and last 4k pm spot'
 - b. 3 staff members left for individual check-ins and goal creation
 - c. Medical leaves: Dawn is off and doing well. Cherie will be out as scheduled. Kari Hack is out on emergency medical leave, could be 6-12 weeks. Working at putting together a coverage schedule.
 - d. Staff input: wanting more substitutes on hand. Asking the board to spread the work or consider giving up childfree time. Potentially there would be a student teacher who is going on the sub list for next semester. Question: could we reach out to alumni families? We can put it out in a newsletter.
 - e. 4k: considering ACT 15 which would be running our 4k program through DCF instead of MMSD, details are still not fully fleshed out. Cannot do both. DCF is offering more money with fewer restrictions and no grades or testing. Severing ties with MMSD would mean MHNS would try the 2 year pilot program with DCF but getting a contract back with MMSD is not guaranteed. The Finance committee has discussed this option and are looking closely at the numbers. Devon will be talking with the sister schools to see where they stand.
 - i. Staff wondering if we should offer a 4k night for families to ask questions about differences. Last few years we have invited current 3 yo families to open house to be able to talk with teachers.
 - ii. MMSD full day 4k could expand our reach to others in our communities.
 - f. Nothing new about Room 4 remediations. Humidity going down.

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3. MHNS Goal Setting Discussion; Jamie

- a. After looking at the original Goal Alignment document and speaking with Casey, we thought it would be helpful to “track” progress and ideas for each of the goals shared in August. Since this is a new process for most of us, we’re trying our best to create a manageable system.
 - i. Great to be able to look back and keep tabs from year to year.
 - ii. Thanks to the board members for taking ownership over many of these goals and working taking steps in them.
 - iii. Could be useful to match goals to committees they fall under to make it more clear and consistent from year to year.
 - iv. Wanting to focus long-term on the goal of enrollment and scholarship and diversity by creating a committee for the long term goal/goals. There needs to be a lot of intentionality with longer term goals for the board/school.
- b. Goal Alignment
- c. Goal/Action Tracker
- d. Follow up Goal Mtg with Staff - Executive Committee will join Feb Staff Mtg (2/17) to update and work with staff
- e. Molly will follow up in August 2026

4. Finance Committee Update:

- a. The first Finance Committee meeting took place on Monday, October 13th. The committee has two parents in addition to board members.
- b. Still working on Sept financials. Accountant working on them and should be done by Friday and then Devon will share.

5. Website Revamp: Decision Item; Devon & Laura

- a. Dan Funk (husband of a former MHNS teacher) gave a quote to update the site to include our new Logo, font, and colors. His quote was \$2280; which was less than Dane Net, which quoted \$3-5K. Dan would make the following changes:
 - i. Update photos to reflect our current environments
 - ii. Make the site more user-friendly for the admin to be able to update independently as programming changes.
 - iii. Refresh to make it more of a landing page for new families and possible funding.
 - iv. Money would come from marketing and advertising. We haven't spent a lot of money on marketing yet this year.
- b. Marketing committee could meet to use this as a billboard for advertising for our families. Updating the information to better reflect MHNS.
 - i. Laura will create a google document for gathering a list of needs for Dan.
 - ii. MHNS could get Julie (photographer) to come in and take more photos.

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- iii. Interesting to get the teachers' input on the website photos.
 - c. Decision Item
 - i. Motion to approve the decision item to hire Dan Funk: Jamie
 - ii. 2nd: Laura
 - iii. Vote: All in favor
 - d. Spirit wear
 - i. Laura has coordinated the shirt and vendor. Will touch base with Mo to get the pricing set based on last year's. The shirts will be a bit more because of the multi-color logo.
 - ii. Can offer more options since the run just needs to be 50 pieces.
6. Personnel Committee; Kristine & Jamie
- a. Mid-Year Family Survey
 - i. Moving it up this year before the end of the year (November).
 - ii. Will ask (to be) 4k families about different needs for programming considerations.
 - b. Staff Check-ins/Feedback
 - i. Question about the rubric for staff evaluation. Devon uses reflective practices and staff are setting team goals and individual goals to reflect back on later in the year.
7. House, Grounds, and Playground Committee; Amanda
- a. Ideas
 - i. Looking for vertical play space
 - ii. Visiting other centers for ideas on Staff Development day (10/16)
 - iii. Board members have connections in the community that could help with ideas/planning?
 - iv. Keeping progress photos for playgrounds updates
 - b. Wish list
 - i. Tera is working on the outside wishlist and ordering things
 - ii. Completed: tree trimming, updating the fairy garden, more wood cookies
 - c. Photos/mock-ups for Giving Tuesday? (noted in agenda but not discussed at meeting)
 - d. Quotes: Retaining wall (\$15,650.93) and sand box (\$6026.16)
 - i. This was from Alonso Landscaping
 - ii. Waiting on another quote from Lindholm Renovations
 - iii. Amanda will reach out to a couple of other companies for quotes
 - e. Upcoming Event Dates
 - i. Spring Cleanup: April 22, 2026
 - ii. Tentative: August 26 or 27, 2026

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8. Fundraising and Special Events Committee; Whitney & Sarah
 - a. Quick recap of Cookies with Corey-
 - i. Parents loved it!
 - ii. Will need to set parameters in regards to giving Corey his space. And setting other boundaries.
 - b. Chipotle fundraiser made \$320.90
 - c. Share next steps for teacher appreciation: met and moving forward
 - d. Adult social reminder - Prost

9. Connections Committee; Casey
 - a. Oct 28th parent event facilitated by Cherie,
 - b. Oct/Nov food drive with FUS
 - c. Next meeting to discuss the 2nd semester plan will be in November.
 - d. Communicating parent to parent. Can't through Brightwheel, but can reach out to teachers to include communication in newsletters to alert families. Can add this idea to the welcome letter for Room parents.

10. Teacher Representative Update; Julie
 - a. Thank you to Julie
 - b. She will update the staff at the staff meeting on 10/21

11. . Adjourn; Chair
 - a. Motion to adjourn at 6:36 pm by Jamie
 - b. 2nd: Whitney

REMINDERS:

- Next Meeting - November 19th 5:00-6:30pm
- Giving Tuesday - Tuesday, December 2nd

Board Meetings for the year: all occurring from 5:00-6:30pm

December 10th - Budget discussion and approval

January 21st

February 18th

March 18th

April 15th

May 20th