

Meeting House Nursery School

Board agenda

**Wednesday Jan 15, 2025**

**Virtual: 6:30 pm-8:00 pm**

In attendance: Lindsay P, Jamie N, Kevin P, Calvin F, Dawn G, Devon Z and Mo

Called to order at 6:36 pm

1. Approve meeting minutes from December - no quorum

a. Motion to approve minutes: Calvin

b. 2nd:

c. Vote:

2. Reports:

**Executive Director Report - Devon**

First week back went well. Now in the second week, we are dealing with sickness for staff and kids. 4k is working through report cards. Teachers are working through portfolio building and reaching out to any families with concerns. One family has left the program and moved out of state. Part of the opening has been filled and a contract out for the other days. Facility updates: dealt with some structural issues over the break. FUS is starting to look over Devon's list and start working through it. Staff will do a holiday party next week along with the staff meeting. Next month

Summer camp won't begin until March, feelers are out to teachers. This year we only have one teacher wanting to work summer camp. No decisions have been made but Devon is looking at running a morning and afternoon camp this year. This would make up for the third week we would miss out this year. So we would have 2 groups, 2 weeks, an AM session and a PM session. We have not done this before. Shorewood families have asked for this in the past so hoping this would work for some families. Without a third program, Devon doesn't think we will need a resource teacher. We typically don't have a problem filling it, this year we may have an issue with not getting families what they want. Different this year for teachers potentially because of the 12 month paychecks now. Other teachers already had obligations. Is this a one time thing or something Devon foresees happening again? It is one of the reasons why Devon asks the teachers so early.

Financials: We didn't have an OCCFR grant that was put into a grant which needs to be moved. The expense line should show the grant money. Devon will get these corrections made so it can accurately reflect our expenses. We have 2 CDs because the original one which was done incorrectly will run out and then cash it when it comes do. The State of WI unemployment fund is set up, Park Bank will pull the interest off it into our Money Market. Tuition is off because last year we had 16 full time students versus 7 this year.

Have not heard from RFP. Trying to spend time in classrooms. Registration is upon us. Whitney and Casey have fundraising and special events in their hands. Question about having an Open House earlier. We invited our current families. There were not a lot of people, maybe for some reasons: more regularly doing tours, Sunday afternoons are hard.....always a Packer game, people may not need the open house format. Devon would like to switch is to a Saturday morning. We have never had the ability, Devon talked to FUS and it seems like it would be

doable or workable with Sharee Shamii. The Sunday after could be the snow date. Why not a week night - those don't typically work for FUS. New Morning did theirs on Saturday this year as well. Our turnaround time is faster with contracts.

Water leaking in Room 4, Devon is assuming it came from the outside faucet. The mold on the ceiling has been taken care of. Devon is always debating how much to push them on all the fronts.

**Special Events updates** - Whitney (had to stay home with sick kids) Devon spoke

Whitney and Casey have been working hard on Teacher Appreciation week and PNO. They have a team of people assembled to help them on TA week and have a theme of favorite books. PNO save the dates have gone out and posters are up in the school; \$25 now but the price goes up closer to the event and at the door. They are organized, getting donations, and all the details seem well managed. Have Emcees, trivia folks, donations out for food and drinks. Working with Friends of Meeting House on tours, but the facilities manager may step in as an alternative. They are doing great. The only other event is the Pizza Party with David Landau which may have a date change based on David's availability.

3. Mid Year Survey review and additional questions
  - a. New questions?
  - b. Devon will send out electronically to get feedback
  - c. Feedback should be returned by 1/21

4. Registration updates - Mo

Moving to Google form because ProCare has not been reliable. Thinking that the data will be easier to manipulate. Registration will be Friday at 8 am.

Devon has spoken with 3 businesses who do playgrounds and all the bids come in around or over \$100,000. So quite a bit more than anticipated. Design work ranges from \$10,000-\$30,000. Devon wants to talk through things with staff and other leads. The staff can address this issue likely next month. Knew it would be a large project but didn't think it would be this large. Thinking there may be bits and pieces we could tackle one at a time. The MKE firm understood our positions and could create a project that was multi-tier, multi- year with priorities. Design at once, tackle safety issues first and then move on. Repair versus replace. Lead from an architect who works for the University and potentially could become a student led project at the UW. People are excited about our space, the history and physical space. Going to reach out to landscaping architecture firms to see the cost of structure changes.

5. Adjourn at 7:32 pm
  - a. Motion: Calvin
  - b. 2nd: Lindsey

Next meeting: February 19th, 2025