

**New Morning Nursery School  
Board of Directors Meeting  
Monday, August 17, 2020**

**Action items in bold**

**I. Attendance**

- A. Board Members: Cherish Orozco, April Denton, Dan Delaney, Andrew Stoddard Melissa Norstedt, Sara Sherman, Allie Hoban, Keri Schlecht, Suzanne Lee, Rebecca Anderson-Brown
- B. Additional Attendees: Sarah Sparks, Jen Granetzke, Mary Eileen Raymond

**II. Director's Updates (April)**

- A. Enrollment update
  - 1. Willow: Each class has four students
  - 2. Birch: MWF added a student to bring enrollment to 10 and at the cap
  - 3. Oak: 13 in morning and 10 in afternoon with 13 virtual students
    - a) Openings in Oak have been posted to the website and Facebook
- B. Staffing update
  - 1. All teacher contracts have been put together. **April will meet with Sarah to sign them.**
  - 2. Contracts have not been done for support staff yet. We are interviewing candidates for support positions, one in Oak and one in Birch.
- C. Financials
  - 1. NMNS ended with a \$30,000 surplus from the end of the last school year
  - 2. This takes into account items we began to buy in July to start preparing for COVID safety procedures.
  - 3. **Once all staff contracts are finalized, the board will again look at future projections and impact on the Future Fund.**
- D. Updates on parent volunteer jobs, playground needs, etc.
  - 1. New Morning families (teachers and parents) helped build sheds and fix gates. **If parent volunteers are not available, board members will put up a tent on Sunday, August 23.**

**III. President's Updates (Cherish)**

- A. All-School Zoom Meeting agenda & slide deck
  - 1. Reviewed material for the meeting and discussed the agenda and everyone's role.
- B. School Google calendar on website
  - 1. Reminded the board that there is a [Google calendar](#) on the website that allows you to import the dates that are on the school calendar right into your Google calendar.
- C. Communications

1. Item for future consideration: Sending class updates in one email school-wide rather than separate emails for each class. A change would be needed to the release signed by parents asking for permission to share child's picture with the school, rather than just the class. Changing this process would save considerable time managing various email lists and creating multiple emails each week and should be revisited for the next school year.
2. **Andrew to add slide deck for all-school Zoom meeting to the website along with a link to the video and provide to Allie to send out later in the week.**

#### IV. Board Member Check-Ins

- A. **Vice President** – If there is a significant update to our COVID Policy or Q&A, New Morning will share it with families. Any suggestions or questions about the documents should go to Dan and April.  
If there are things we can do to help with video streaming let us know
- B. **Teachers**
  1. We're waiting for sinks to be done so we can get into rooms and get them set up.
  2. We are having success with signups for meet and greets and will reach out to any families who haven't signed up yet.
  3. Teachers will share if there's anything they need help with to get set up with virtual teaching, such as video streaming.
  4. Discussion of snacks: students should bring a snack that can be exposed to the elements for an hour, should be taken out of original packaging so that a student can open it themselves and follows snack guidelines
    - a) **Andrew to post snack information to website.**
- C. **Personnel** – Will be working with April as contracts get signed
- D. **Treasurer** – Changed date of tuition payments; paid October 1 through June 1. Going to need funds from Future Fund since there will be no payments in September.
- E. **Social Media**
  1. Encouraged more people to introduce themselves on the Facebook Parent Forum and asked parents to share their "tiny victories."
  2. Discussed limited parent forum to current families or including alumni families. Agreement that a larger community increases engagement and helps us stay connected to alumni families, including those who may become current families again in the future.
  3. If anyone has good ideas for forum topics, such as recommendations for good masks for kids, share them with Keri.
  4. **Andrew to add Facebook public page and parent forum to website.**
- F. **Room Parent Coordination**
  1. Will put in a plug for parent forum and that our teachers are taking on a lot more and doing more at home. As we get up and running, teachers will be

mindful of additional things they now have to do (i.e. laundry at home) and see if there is anything we can ask families to help with.

- 2. Allie to send email with links to Zoom meeting and slide deck following Wednesday's All-School Meeting along with other reminders.**

Next meeting: **Monday, September 14**

Items for next meeting's agenda should be sent to Cherish.