

**New Morning Nursery School
Board of Directors Meeting
Monday, September 14, 2020**

Action items in bold

I. Attendance

- A. Board Members: Cherish Orozco, April Denton, Dan Delaney, Andrew Stoddard, Melissa Norstedt, Sarah Sherman, Allie Hoban, Keri Schlecht, Suzanne Lee,
- B. Additional Attendees: Rae Reeson

II. Director's Updates (April)

- A. General update post-opening
 - 1. We're open and getting positive comments from parents. Our check-in system is going well and we're continuing to improve it to make it more streamlined.
 - 2. Teachers shared that last week was a challenge with the rain, but we're getting our routines down and everyone has been very cooperative. The kids have great attitudes and the families have been cooperative and patient.
 - 3. Teachers have been working to improve the virtual experience. They have tried a couple things, and think we have a good plan going forward.
 - 4. The new staff is doing well and they are huge assets.
- B. Financials
 - 1. **April will work on putting year-end finances together.** We ended last year with a \$28,000 surplus, which includes purchases made at the end of the year to get ready for this year.
 - 2. The next board meeting will include a look at the financials.
 - 3. Based on forecasting and current enrollment, we will need to use about \$200,000 from the Future Fund this year. It's possible to have savings in some areas with the lower numbers of students.

III. President's Updates (Cherish)

- A. E-news
 - 1. The first e-news went out over the weekend and had an 84% open rate.
 - 2. There are some events on the calendar that are not happening, such as Parent Night. **April will update the calendar. Andrew will update the website with the new calendar and Cherish will include a link in the next e-news.**
- B. Board initiatives – the following items will be a focus for the board this year:
 - 1. Keeping the New Morning culture alive and well in the midst of COVID
 - 2. Supporting our teachers
 - 3. Saving money while continuing to invest in our outdoor spaces
- C. School pictures

1. Looking into options for pictures this year. Ideas include families sending in a picture so we can create a composite or looking for a photographer who is in the New Morning family to take optional pictures outside with physical distance.

IV. Board Member Check-Ins

A. Vice President

1. COVID update
 - a) We continue to follow public health guidelines for Dane County. Most recent data snapshot showed of the 1,300 cases in the county, only 10 were from child care facilities. Cases are concentrated among University of Wisconsin students.
 - b) April is keeping in touch with counterparts at other nursery schools and Dan is doing so with other organizations. Most other schools are staying the course.
 - c) We will continue to monitor the situation, conduct health checks and follow the plan and protocols we currently have in place.
 - d) Three iPads have been ordered to support virtual classes. They are expected to come the first week or two of October. We now have an educational access account with Apple and can get discounts for ordering educational products.
2. Fundraising
 - a) Chipotle fundraiser on September 30. When using the code Chipotle has provided us, 33% of profits from that evening go to New Morning. Online ordering and pickup make it easy and safe for families.
 - b) **Keri will make an event on Facebook as a reminder.**
 - c) **April will remind families at school using sandwich boards.**
 - d) **It was also suggested to remind people using Google classroom.**
 - e) Will look into a future fundraiser with the Chocolate Shoppe.
- B. **Teachers** – See update above as part of Director’s update on school opening.
- C. **Website** – **We need to include the new staff on the website. April will ask for photos and Sarah will ask staff for information so that Andrew can post it.**
- D. **Personnel** – Brought up a parent question about e-news saying in the Oak room there will be one teacher and one support staff. It was explained this will be two mornings and two afternoons so that one teacher will be at home working on virtual lessons. They will use the time they would have been in the classroom to prepare for the virtual class.
- E. **Treasurer** – The plan is to send an email to each family about their current status so there aren’t questions as to whether someone has paid or not or if they’ve overpaid.
- F. **Social Media**
 1. Considering surveying people to see if there are outside activities families want to do that are physically distanced.
 2. Encourage board if they have ideas to post them, rather than having Keri do all the posts. It’s good to have different voices on the forum.

- G. **Room Parent Coordination** – Discussed other ways to engage families not on Facebook.
Allie will ask each room parent to post a question or topic in Google classroom and discuss having parent volunteers organize outings in their small groups.

Next meeting: **Monday, October 19**

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