



PENFIELD
MONTESSORI ACADEMY

BOARD OF DIRECTORS

Meeting Minutes

June 15th, 2021

Zoom Meeting

Present: Danila Danesi, Julie Gilpin, Christine Holmes, Tere Sackerson, Deanna Tillisch, Lisa Van Landeghem, Melissa Murray

Excused: James Burnett, Bob Mikulay, Stephen Walmsley, Madonna Williams

By invitation of the board: Dr. Mora Anderson, Ann Becker, David Carter, Karin Gale, Chris Holmes, Kara Rivera, Susan Weinert

CALL TO ORDER: 12:04

APPROVAL OF MINUTES

A motion to approve the May 18th 2021 Penfield Montessori Academy Board of Director meeting minutes was made and passed by the full board present.

Governance

Ms. Holmes shared that Mr. Stephen Walmsley has resigned from the board due to moving out of state and has made a suggestion for a potential new board member. Ms. Holmes will be inviting the potential new board member over to Penfield Montessori Academy for an in person tour. Thank you to Ms. Tillisch for her governance and board recruitment efforts which have brought us Ms. Karin Gale who has agreed to serve as an at-large member on the finance committee. Ms. Holmes also introduced Ms. Susan Weinert, Director of Finance, Mr. Dave Carter our interim Chief Financial Officer and Lisa Van Landeghem our Board Treasurer. Ms. Gale is a Principal at an Accounting firm, Clifton Larson Allen. She has a daughter with special needs and most recently is the past President of the Wisconsin Women in Business Corporation and is still on the board serving for over 20 years.

Head of School's Report

Dr. Mora Anderson welcomed Ms. Gale and Mr. Carter and then began her 2020-2021 school year wrap up report. She stated that we had successfully finished up with one full month of four

day hybrid and ended the last day of school with a field day. Dr. Anderson also sent a thank you to the board for the match in donations on the high five event, Mr. Parry and the entire marketing team. A hiring update was given. The After School Program known as Penfield Enrichment Program, "PEP" is currently being worked on for the 2021-2022 school year. We may be working with JK LEE Martial Arts and PEAK initiative for after school services. It is not likely that we will be able to provide before care and K3 after school programming in the upcoming school year. Ms. Holmes asked about budgeting and requested for a survey to go out to the families to ask about their before and after school needs in addition to their source of funding.

Ms. Van Landeghem asked about the amount of students we currently had on the waitlist. Dr. Anderson stated that we have a good amount of students on the waitlist however most will require hiring additional paraprofessionals for their needs and this would be a shift in the budget. Ms. Tillish spoke on behalf of students with special needs and the difficulty there is for finding schooling and childcare. She believes that the number of students with special needs will continue to grow and wondered what other school resources are available. Ms. Holmes stated St. Marcus and Genslin Schools as well as all public school accept students with special needs. This does not mean that they are all able to offer the same amount of services that Penfield Montessori Academy offers. The state currently provides 30% of costs for special education to all public schools. Choice schools receive \$12,000 per student. MPS also gets tax dollars to support special education but charter schools do not. Ms. Tillisch offered to help with advocating on behalf of public charters. Ms. Gale asked about inviting our legislators to tour our facilities. Ms. Holmes has given them tours in the past and has also testified in front of legislators. Her suggestion was to continue with specific legislators and tours in the coming year.

Dr. Anderson shared that the UWM summary survey results met UWM expectations. 94% of families would recommend Penfield Montessori Academy to others. Over the summer PMA will be getting ready for our charter school renewal coming up in the fall of 2021. Dr. Anderson also shared the Active Ingredients project update along with the Lexia and IXL targeted goals. PMA will be continuing to work with CESA#1 to help monitor Lexia data in the 2021-22 school year as well as continuing to align our curriculum and streamline instruction. One specific way we will be working on this will be to add daily guided reading. There are still several resources we are choosing to work with to finalize our math programming. It was shared that no summer school programming will be available this summer. Ms. Murray asked if the benchmarks from UWM that take into account our special needs percentage. Individual Education Plans must have accommodations for testing otherwise the scores will be counted the same as a typically developing child's score. A reminder was given that these will be our baseline data and our goal will be to continue to climb higher.

Finance Report

Ms. Weinert shared the April Financials, Use of Funds Report and Sustainability Report with 2020-2021 enrollment, staffing. A reminder was given regarding PEP not being open this year due to COVID-19. Several grants were received and most items came in under budget. Over budget items included program supplies, trainings/conferences and were paid for with grant funding. All of the DPI Charter School Planning Grant funding that was allotted was spent. Ms.

Van Landeghem asked questions about in kind expenses and Ms. Weinert stated that she would do some research and email the information to Ms. Van Landeghem.

A motion to approve to move the April 2021 financials was made and passed by the full board present.

Budget

Ms. Weinert gave a shout out to Ms. Dew our previous CFO and all the work she did before her resignation. The May budget is very conservative and is assuming 153 students. The biggest change is in the salaries area and salaries are comparable to MPS. Reading Specialists will be left to hire in the future, but we plan to contract out this year. Under ARPA the third round of covid relief had not yet been added as it has not yet been shared with schools. It will be allocated on a per pupil basis and will likely be placed under grants. It was stated that we are budgeting close to our sustainability plan and our fundraising goal is half a million dollars a year to assist with yearly losses.

A motion to approve the 2021-2022 school year budget was made, first approved by Ms. Van Landeghem and passed by the full board present.

Dashboard

Ms. Weinert shared the campaign budget and that due to PPE funds very little has needed to be pulled. Staffing expenses and updates were shared. Ms. Holmes pointed out that due to our high numbers of students with special needs we have high staff to student ratios. It's a costly model and we need to monitor this sustainability.

Development Report

Ms. Tillish shared the Dashboard. The High Five event raised \$22,175 which almost doubled our 2020 event. Ms. Gilpin was called out for organizing the wine basket which raised \$901. Nine new donors were added through the auction.

Adjournment: 1:25pm

Ms. Holmes excused the guests with the exception of Dr. Anderson and an executive session with the full present board was held.