



PENFIELD
MONTESSORI ACADEMY

BOARD OF DIRECTORS

Meeting Minutes

August 24th, 2021

Zoom Meeting

Present: James Burnett, Danila Danesi, Julie Gilpin, Christine Holmes, Tere Sackerson, Lisa Van Landeghem, Melissa Murray, Madonna Williams

Excused: Karin Gale, Deanna Tillisch, Bob Mikulay, Bob Schwartz

By invitation of the board: Dr. Mora Anderson, Ann Becker, Deb Farris, Ron Jacobs, Zia Maskara, Jason Parry, Kara Rivera, Susan Weinert

CALL TO ORDER: 12:06

Board Nominations

Sitting board members approved the nominations to the governance board of Zia Maskara, Deb Farris and Bob Schwartz.

Approval of Minutes

A motion to approve the June 15th 2021 Penfield Montessori Academy Board of Director meeting minutes was made and passed by the full board present.

PMA School Report

Dr. Anderson shared Penfield Montessori Academy's Reopening Plan which stated that we will be going back to school in person five days a week. Highlights of the plan include:

- Air purifiers and UV light treatments will be used.
 - A case by case basis for volunteers will be made.
 - Classroom pod mixing will only be happening in the afterschool programming through our partnership with JK Lee City Youth Martial Arts.
 - An enrollment update was given to reflect that we have reached our 90% goal, but there has been attrition due to COVID and families moving either out of the city or state
- The August professional development schedule and the Organizational Chart were shared

School Charter Renewal

The charter school renewal is due September 30th. The UWM framework for renewal will focus on three areas: student academics, growth and achievement, financial and organizational stability. Retention of our staff is a high priority along with providing family zooms, increase in enrollment, UWM local measures, achievement and growth. Our Forward test results are not considered as PMA had only 18 students and schools need twenty students for forward testing to count. The more we grow the more data and reporting we will have to share. UWM will be comparing our growth over time. Ms. Holmes also shared that one of our pillars is family engagement and we have a high percentage of parent engagement and involvement.

Ms. Williams asked about MAP testing and introducing Forward testing. Our measurements are based off of student's starting data and then their progress. UWM is currently helping us to look at co-academics.

Ms. Murray asked whether testing was a normal Montessori practice and if students were given time to practice or prep for it. Dr. Anderson discussed the roll out of assessments, testing and practice windows that are given at PMA.

Ms. Holmes clarified that due to our school adding a grade level on each year and COVID we have had testing conflicts three years in a row.

Ms. Williams praised the 96% family engagement during remote teaching.

Staff Handbook and Seclusion and Restraint

A minor adjustment in the PTO policy was made in the handbook. There were no Seclusion and Restraints to report for the 2020-2021 school year.

A motion to approve the policy updates was made by Ms. Gilpin, seconded by Ms. Murray and approved by the full board present.

Finance and Strategy

Ms. Weinert and Ms. Van Landeghem shared the financials year end along with the dashboard. Details in the assets, donors, revenue, COVID and PPE loans were given. The enrollment data gave us a 22.4% Individualized Education Plan (IEP) rate for last year. Ms. Holmes added that the rate often goes higher after students have been in attendance. Staffing was at 37.5 versus the 42 and expenses. Our cost per student is similar to Milwaukee Public Schools (MPS), although we have more IEPs and designate more special education services along with social and emotional development. Ms. Williams commented on the four to one student to staff ratio. This is due to us providing Assistants as is traditional in Montessori programming and Paraprofessionals due to the high percentage of students with special education needs.

A motion to approve the financials was made and approved by Mr. Burnett, seconded by Ms. Farris and approved by the full board present.

Development Updates

Mr. Parry and shared the development dashboard, development report and timeline. Our total donor number is gradually increasing. Event planning and fundraising was also discussed.

Other Business

Ms. Holmes gave a capital projects update regarding the construction process. A new HVAC system is currently being installed. Future plans include the second floor of the building receiving new windows and installation of bathrooms. Due to COVID there have been delays in getting parts. Construction will continue throughout the school building into the fall and will avoid areas where students are in session.

Adjournment 1:31pm