

## Monarch Montessori Board Meeting Agenda

Date of Meeting: January 12th, 2021

Our Mission: *To create a nurturing school community grounded in Montessori pedagogy, accessible to families of all incomes, that places the needs of the children first.*

### Welcome! (7:00 p.m.)

### Treasurer's Report (7:05-7:15 p.m.)

- December Performance

### Director's Update (7:15-7:45 p.m.)

#### Financial

- We paid in full for the bathroom, and the first loan payment of \$283.33 is due this month.
- PPP application

Loan will be forgiven if we adhere to the following conditions:

*"Borrowers may be eligible for loan forgiveness if the funds were used for eligible payroll costs, payments on business mortgage interest payments, rent, or utilities during either the 8- or 24-week period after disbursement. A borrower can apply for forgiveness once it has used all loan proceeds for which the borrower is requesting forgiveness. Borrowers can apply for forgiveness any time up to the maturity date of the loan. If borrowers do not apply for forgiveness within 10 months after the last day of the covered period, then PPP loan payments are no longer deferred and borrowers will begin making loan payments to their PPP lender."*

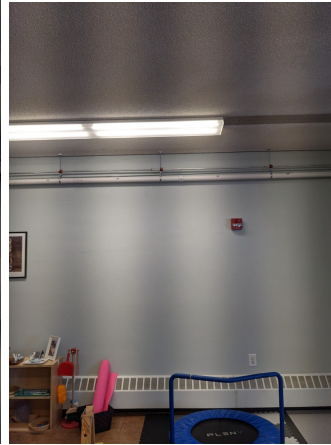
We need to formally resolve to apply. [See resolution.](#)

The maximum amount we can apply for is based off of our average monthly payroll and comes to \$14,100.

- Public Health Funds for Child Care
  - We received \$8,500 for October/November
  - Still awaiting December's check, as well as information on future grants
- Enrolled in Parent Aware January cohort
  - Update on process/timeline

#### Classroom

- Pics of bathroom- will share tomorrow
- Question about hiding piping



- Enrollment
  - We have five children enrolled and one tutee
    - One child to start in February
    - Tours last week led to three more likely enrollments
    - One child transitioned from half day to full day

Contacted by nearby charter school about potential partnership- will keep the board informed

- Enspire Academy

Lead on piano- <http://keys44kids.net/piano-placement-program-learn-more>

Ideas for Outdoor Area

Know where to get straw bales?

<https://naturalplaygroundsstore.com/cart.php>

**Fundraiser Committee Update: (7:45-8:00 p.m.)**

Gerten's Fundraiser Update

Montessori Education Week (February 21 through February 27, 2021)

P2P Virtual Challenge (steps, books read, etc.)

**Planning for Next School Year (8:00-8:30 p.m.)**

Virtual Open Houses (2)- Board Member volunteers needed to ask questions

Virtual Tour Video- To be filmed asap and posted on website

Should we cap fall enrollment or expand to 20 in the fall? How about the summer?

What values should we prioritize when communicating with families?

<p style="text-align: center;"><b>Strengths</b></p> <ul style="list-style-type: none"> <li>-Board of Directors</li> <li>- staff</li> <li>-classroom/facility</li> <li>-fundraising</li> <li>-flexibility to adapt quickly</li> <li>-ability to plan ahead</li> <li>-wide range of expertise on the board</li> <li>-well-defined pedagogy- very attractive to some families</li> <li>- Passionate, experienced lead teacher</li> <li>- Scholarship funds available</li> <li>- Mission to make education accessible to all</li> <li>- Montessori program and tools</li> <li>- Small class sizes</li> <li>- Various programs, enrollment options</li> <li>- Diversity of student population</li> <li>- Flexible assistant teacher</li> </ul>	<p style="text-align: center;"><b>Weaknesses</b></p> <ul style="list-style-type: none"> <li>-Low enrollment</li> <li>-</li> <li>-new, unknown to families</li> <li>-newness of the organization</li> <li>-cost of program can be prohibitive to some families</li> <li>-staff less experienced in setting up internal infrastructure, such as tax prep and bookkeeping</li> <li>-well-defined pedagogy- won't appeal to all families</li> <li>- Small social media audience</li> <li>- Lack of substitute teachers</li> </ul>
<p style="text-align: center;"><b>Opportunities</b></p> <ul style="list-style-type: none"> <li>-Partnering with Gustavus Adolphus and Merrick</li> <li>-Parent Aware Rating and Think Small Scholarships</li> <li>-Better Search Optimization on Google</li> <li>-Community partnerships</li> <li>-Connecting with ECFE educators</li> <li>- Leverage parents, board, former co-workers for referrals</li> <li>-<b>Cookbook!</b></li> </ul>	<p style="text-align: center;"><b>Threats</b></p> <ul style="list-style-type: none"> <li>- Covid/school closure</li> <li>- Continued low enrollment</li> <li>- Low sub/staff contingencies</li> <li>-Other schools / early childhood centers / daycares also not at full capacity (aka competition seems potentially higher right now)</li> <li>-</li> <li>-General uncertainty makes planning difficult</li> <li>- Changing needs of parents (Co-Vid)</li> <li>- Economy and job availability for parents</li> <li>- MN Government restrictions, regulations</li> </ul>

**Action Items:**

- All - Looking for someone to help research grants for piano, teaching materials
- All - Volunteers needed for bathroom painting and classroom cleanup; Reach out to Julia
- Review [employment contract](#) for Julia
- All - Consider how you can contribute to marketing, fundraising
- All - Reach out to Julia with names for any potential substitute teachers
- All - blog and video content (Maria to edit written copy, Julie can help with video editing)
- Julia - Following up with Winnie on monthly performance of paid ads

- *Julie - Working on Give MN page, content, plan*
- *Chris - if/then analysis on potential school closures due to COVID-19*
- *Chris - Budget proposal*
- *Julia - Track content, recipe ideas for cookbook*
- *Julie - Followup with Julia on paid advertising strategy*
- *Julia- follow up with Kevin about better podcast equipment*

**Future Meeting:** *January 5th, 2021*