



Board of Directors Meeting

MADISON, WI

October 27, 2022 @ 7pm -8:30 (Virtual and In Person)

Attendees:

Present: Debbie Hemb, Jieli Wei, Laura Chidylo, Coral Manning, Penny Robbins, Jennifer Johnson, Noah Relles, Nate Wheeler, Erica Gittings, Jenny Huffman, Alice Sullivan, Andy Mueller, Kimberly Aguilera, Eric Finch, Sarah Crow, Ben Williams

Absent: Elizabeth Klak, Mark Aronson, Noelle Al-Adra

7:18 pm **Welcome** (Debbie)
Meeting was called to

7:06 pm: **Approval of [September 21, 2022 Minutes](#)** (Debbie)
Vote: Motion to approve minutes by Coral, seconded by Jieli to approve the 9/21/22 minutes
Approved unanimously (12 ayes/0 nays).

7:07 pm: **Approval of [October 3, 2022 Ad Hoc Board Meeting Minutes](#)** (Debbie)
Vote: Motion to approve minutes by Erica, seconded by Jieli to approve the 10/3/22 minutes
Approved unanimously (12 ayes/0 nays).

New Business:

7:10 pm: **Director's Report** (Penny)
Penny thanked the outgoing board members and welcomed the new members.
Penny reviewed the Director's Report, which included:

- The school enrollment is full
- Contract offers for 2023-24 is going out early November for siblings followed by everyone else in January. Likely, there will also be lottery slots opening.
- By July, PSA should be at 190 enrolled.
- Open house on 12/8 for Cloud room kindergarten. Working on Oak room open house too.
- We went mask optional on October 17. There are a lot of illness going around, but so far, no COVID.
- Adding a summer program for 1-3 graders (20 slots). They'll do a lot of off campus experiences. The large music studio will be home base.
- Received the Partner Up grant which is a grant to allow teachers with children to have one year of free tuition.

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- Beginning to recognize teachers with years of service pins.
- Monica attended the Wisconsin Infant and Early Childhood Mental Health conference.
- Andy asked Alice what teachers were thinking now being two weeks into the mask optional policy. Coverage is the largest worry if a teacher is out sick because we are down a few afternoon teachers and substitutes.
 - Suggestion from Alice about reaching out to UW-Madison school of education to get student teachers in the rooms there. Nate has volunteered to connect Penny to appropriate people at the School of Education.

Committee Updates:

7:35 pm: **Finance Committee (Andy)**

Andy reviewed the [October Finance Committee Notes](#) which included the following:

- The first month of revenue was higher than budgeted and expenses were almost exactly as budgeted.
- All of the Child Care Counts funding is being made available through January of 2024.
- Land lease update: the agreement is nearly complete except for signatures. This is the 25 year lease on the land that the PSA building sits on.
- Investment advisors: our balance sheet is very strong. \$2.1 M in liquid assets and working on putting that money to work for the school. Financial advisors have been interviewed and then they'll go back to the finance committee to make a recommendation.
- The finance committee discussed the available sick time for the staff and looking at that in comparison to other similar institutions. That discussion will continue as we move into budgeting season.
- Tuition rates for 2023-24 was discussed. Abby did a comparison of our rates to other similar schools. Board members discussed the implications of raising tuition rates and the necessity to do so to pay for the salary costs. The need to retain and attract staff factored into the recommendation to raise tuition by 4%.

Vote: Motion by Andy, seconded by Jennifer to increase the 2023-2024 tuition rates by 4%.

Approved unanimously (12 ayes/0 nays).

7:55 pm: **Board calendar for 2022-2023**

Meetings have typically been on the third Thursday of every month at 7-8:30. If anyone has an issue with that, please let Debbie know.

7:56 pm: **Diversity, Equity, and Inclusion Committee (Jenny)**

A few years ago, the DEI focus shifted to a more project approach. Operates a little differently than other board committees. Jenny and Alice provided a description of the way DEI operates and gave updates on the committees:

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- Mission statement for DEI was rewritten and will be brought to the November meeting for approval. Statement of anti-bias commitments was created and will be shared soon as well.
- Data collection is a challenge DEI will be tackling but an option would be to include it in the contract.
- Land acknowledgement is something that DEI will tackle soon. Several board members offered to connect Jenny with resources.
- Another project is working through the books of the school.
- Lasagna Love is happening 11/15. Sign up has had a good response.
- Parenting for Social Justice is the book being read by the book club.

8:22 pm: **Governance Committee** (Coral and Laura)

Board binders were given out for new members. We are still discussing the idea of Board Buddies and there was general agreement that this was a good idea. Erica suggested pairing the new board members with someone with a similar skillset currently on the board.

Other Business:

8:30 pm: **Adjourn**

Vote: Motion by Erica , seconded by Coral to adjourn the meeting at 8:26 PM.
Approved unanimously (12 ayes/0 nays).

Next meeting: November 17 at 7 PM. It will be a full board meeting followed by an orientation for new board members. Board committee chairs are asked to stay and attend the orientation for the first few minutes to describe their committees.