



## Board of Directors Meeting

MADISON, WI

**April 20, 2023 @ 7pm -8:30 (Virtual)**

### **Attendees:**

**Present:** Debbie Hemb, Laura Chidylo, Jenny Huffman, Andy Mueller, Kimberly Aguilera, Amanda Burns, Sarah Said, Hannah Button-Harrison, Sarah Crow, Noah Relles, Eric Finch, Mark Aronson, Jieli Wei, Elizabeth Klak, Nathan Wheeler

**Absent:** Penny Robbins, Coral Manning

7:00 pm      **Welcome** (Debbie)  
Meeting was called to order.

7:04 pm:      **Approval of [March 16, 2023 PSA Board Meeting Minutes](#)** (Debbie)  
**Vote:** Motion to approve minutes by Andy, seconded by Eric to approve the March 16, 2023 minutes.  
Approved unanimously (13 ayes/0 nays).

### **New Business:**

7:06 pm:      **New Business (Debbie)**  
Succession planning - 10 members rolling off and seven members staying on. Andy Mueller will be the President next year. We need a Secretary, Treasurer, President-Elect for next year. We can fill the leadership positions with incoming Board members after the fall 2023 election, however, it is helpful to have the team solidified to ease the transition of duties and knowledge so it would be great if current Board members were interested in taking on a leadership role.

Topic of masking after breaks was discussed. Understanding and clarifying the discretionary decision to require masks or not.

7:18 pm:      **Director's Report (Penny)**  
Child Care Advocacy Day - 300+ teachers attended across the area. The funding is already being cut. The PSA budget was created and managed in such a way to show and plan for both scenarios - with funding and without. As a Board and as a community we can show

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support. Preprinted forms and staff a table outside PSA to encourage parents to sign forms and a petition. The legislators in different regions of Wisconsin need more convincing than legislators in the Madison area.

Summer staffing is going well and interviews are being held regularly.

Mr. G Event - April 28 - invitations have been extended. No RSVPs required. The count for PSA people was 107, but will likely be more. The VA parking lot and 455 parking lot will be available for parking during the event as the PSA parking lot will be closed. Event is 5-7PM;

45-60 minutes of entertainment from Mr. G. Mystery to Me bookstore will be there selling

Mr. G books for him to sign. Parking attendants/volunteers will be needed. Volunteers to setup and cleanup will be needed.

Director and Assistant Director from University Lab School were hosted at PSA. It was a great exchange of info and relationship building.

New city accreditor came to visit and meet with Penny. Encouraged with the success of PSA and interested to help establish infant care.

New teacher study group wrapping up for the year. Throughout May will be narrative evaluations and individual meetings.

NTAW - Room Parents are leading the plans. The Board will support once Room Parent plans are finalized.

Teacher Work Week at the end of May and the Board will look to attend and present.

### **Committee Updates:**

7:37 pm: **Finance Committee** (Jieli)

Current balance sheet is strong - assets 4m roughly; liabilities 1.5m roughly. Increase in YTD mostly due to strong program revenue. Expenses are slightly higher due to personnel expenses.

Construction project to replace the roof in the back of the building. All expenses will be covered by the insurance payout.

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Liquid cash is \$2.5 million to invest in a responsible manner. Work with Park Capital Management an investment policy statement has been drafted and needs to determine how and who manages. We want to ensure the right checks and balances are in place.

broad next steps - 1. decide on the buckets of money we want to have and where. How much to have easily accessible NOW; 3-6 month availability; 1-2 year availability; 50+ year availability. Risk level for each bucket and the amount.

Forming a subcommittee to sort this out and finalize the parameters. Volunteers to join committee include Andy, Noah, Laura, Sarah Said.

7:57 pm: **Diversity, Equity, and Inclusion Committee** (Jenny)

The documents shared to help give more historical context about DEI creation, planning and the consultant research process. The ultimate decision was to go with JLC. All of the reasoning behind decisions can be shared and discussed further. Context being shared to help this and future conversations along.

For the May meeting, Jenny will plan to send guided questions to help continue the structural and planning discussions for the summer.

8:03 pm: **Governance Committee** (Laura)

Laura will send the SOP/job description of Board leadership roles to for succession planning purposes.

8:05 pm: **ERT (Mark)**

The system of parents being welcomed into the school from 8-8:30AM is working well and there is consistent staff coverage to know who is coming and going.

There is new research nationally, Wisconsin DOJ and MMSD that share new recommendations that a school should have a single point of entry with modes of control. Leading PSA to pivot to a single point of access in a way that is secure that doesn't make it feel unwelcoming.

8:15 pm: **Adjourn**

**Vote:** Motion by Elizabeth, seconded by Kimberly to adjourn the meeting at 8:15 PM. Approved unanimously (15 ayes/0 nays).

**Next meeting: May 18, 2023**

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