

# UMSI Board Meeting

March 22, 2020 7pm

## Board Members and Staff Present:

- Carolyn Case
- Mark Nardo
- Jess Davis
- Tiffany Fennig
- Kathy Lause
- Nancy Brandtmiller
- Jamie Sellhorn
- Inez Oldenburg
- Vyju Kadambi

## Other Community Members Present:

- Erika Eicholz

Mark leads a “check-in” with attendees regarding how things are going for them/their schools right now.

Mark reads UMSI Mission Statement.

## Treasurer’s Report

- Kathy gives a brief overview of finances and will send Quickbooks report and working budget will be sent to be included with minutes.
- Kathy asks that the Validation Committee put a system in place for Kathy to expect reimbursement requests from verifiers and to know how many requests to expect. This way she will know when she has them all and can generate a bill to send to the school. She will let Jess know when she receives the money from Westfield so that Jess can send their certificate.

## COVID-19 Response Update

- Mark mentions that there are many many resources out there, and some are good and some are not as valuable. He asks that we send ones we’ve vetted to Carolyn so that she can collect them to share on the UMSI page.

- Vyju mentions collecting them is great, but we should avoid making specific recommendations since every school has unique needs.
- Tiffany mentions a nice “tic tac toe” resource teachers are creating and sending to kids at her school; she will share it with the group.
- Vyju’s school is creating a YouTube channel of videos about how to do practical life at home (for parents). She will share the link.
- Tara is doing a daily newsletter with a task or idea for each are of the curriculum and includes pictures of what families are doing at home that they have sent her.
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- Mark discusses the business/income challenge non-public schools are facing. Jess asks what non-public schools are doing about tuition. Most schools represented are providing some sort of distance learning and have not changed their tuition rates or policies so far. Once school has fully closed through the rest of the year and provided 2 months’ refunds to families. Most schools are providing packets for elementary, and parents pick up (outside the school).
- Ines mentions that Oak Farm 3-6 parents reported evening times are better for Zoom meetings because parents are trying to work during the day.
- Westfield EC and UE classes are using a combination of Zoom and Google Classroom, while Lower Elementary is using Zoom and SeeSaw (as well as packets).
- Nancy mentions UE at Oak Farm (parents) are requesting workplans. Their workplans ask for a math, cultural, and language work each day and this is helpful for routine.
  
- **Open Road Tour**
  - Because schools have closed, this is on hold.
- **Summer Training**
  - Board discusses moving summer training to an online format because of COVID-19. We would need to charge less, but potentially could pull in more people and add Infant/Toddler, Adolescent, and Administrator trainings.
  - Mark asks if Board approves, and board unanimously agrees that the committee should plan for an online summer training program.
- **Grant Committee**
  - Johnson Charitable Trust is decreasing giving due to market uncertainty.
  - Carolyn advises we reapply to Dekko and ask for the same or more than last time because our revenue streams will be very challenged by the COVID-19 crisis. Board agrees.
    - Carolyn mentions an NPR article that says COVID-19 could re-emerge again in the fall.

## Other Committee Updates

- Validation Committee
  - Tiffany mentions that Westfield has been approved for validation, and one other school has begun the process but not turned in their self-study.
  - Ines asks for Board members' help in recruiting desperately needed verifiers. Board agrees and Ines will be sending a letter that could be used as a handout.
    - Tiffany mentions that this time of school closures may be a good time to run a verification training.

## Other Business

- Board insurance
  - Jamie has been working with Stan Roarke on insurance quotes. One policy would be over \$800 per year and another would be \$1500. He would be willing to come to the next meeting and discuss the difference between these two policies; he recommends the more expensive one.
  - Mark proposes that he be invited to the April meeting, but mentions we should be cautious about taking on another debt when things are so uncertain.
- Strategic Plan
  - Vyju mentions that she, Mark, and Jess should meet to begin Governance Committee work.
  - Mark had a debriefing meeting with IYI and will forward the Power Point.
  - Mark mentions that IYI has a \$750 professional development grant available.
  - Nancy asks if Mark and Carolyn received information on the Marketing and Fundraising bootcamp IYI has; they received a whole list of resources and will be going over it.

## Fall Conference Keynote

- Carolyn mentions she has 3 finalist choices and is hoping to determine the keynote this week.

## Questions or Concerns?

Next meetings 7pm on:

- April 19
- May17

# UNITED MONTESSORI SCHOOLS OF INDIANA

## BALANCE SHEET

As of March 22, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
BUSINESS CLASSIC (9905)	19,176.59
TOTAL BUS CHK (3296)	2,744.77
<b>Total Bank Accounts</b>	<b>\$21,921.36</b>
Other Current Assets	
Uncategorized Asset	-8,302.63
<b>Total Other Current Assets</b>	<b>\$ -8,302.63</b>
<b>Total Current Assets</b>	<b>\$13,618.73</b>
<b>TOTAL ASSETS</b>	<b>\$13,618.73</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Total Liabilities</b>	
Equity	
Opening Balance Equity	28,748.03
Retained Earnings	-13,682.30
Net Income	-1,447.00
<b>Total Equity</b>	<b>\$13,618.73</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$13,618.73</b>

# UNITED MONTESSORI SCHOOLS OF INDIANA

## PROFIT AND LOSS

January 1 - March 22, 2020

	TOTAL
Income	
Sales	685.00
<b>Total Income</b>	<b>\$685.00</b>
GROSS PROFIT	<b>\$685.00</b>
Expenses	
Contractors	2,096.00
Office Supplies & Software	36.00
<b>Total Expenses</b>	<b>\$2,132.00</b>
NET INCOME	<b>\$ -1,447.00</b>