



## PRM Foundation - Meeting Minutes January 19, 2021 7pm Google Meet

PRM's Mission: "To offer every neighborhood child a quality Montessori education, collaborating with community partners in a peaceful and environmentally-conscious setting, which nurtures a lifelong love of learning."

*Attendance:* Emma Massie, Sara Bourgeois, Tami Kauffman, Missy Kyrlach, Colleen Arbuckle, Marissa Johnson, Jackie Bonfield, Birgit Hooker, Erin Spears, Nicole Webb, Lauren Posta, Meredith Haluga, Marianne Quellhorst, Marissa Albright, and Allie Goodman

Call to Order; Meeting begins at 7:08pm

### 1. Minutes

- November's minutes sent by Allie Goodman via email on January 18<sup>th</sup>
  - Sara Bourgeois moves to approve the minutes; Erin Spears seconds; motion passes

### 2. Old Business (Fundraising & Outdoor Ed)

- Read-A-Thon fundraiser happening February 19<sup>th</sup> – 25<sup>th</sup>
  - Hard copy of all materials will be available for all students but everyone is encouraged to submit logs and donations online
  - March 2<sup>nd</sup> – Read Across America Day
- Book Fair happening February 1<sup>st</sup> – 14<sup>th</sup> through Joseph Beth
  - Book Fair coupon applies to in store, curbside pick-up or online orders and works for all books, not just kid's books
  - Funds raised will be given to foundation via check
    - Previous years' Scholastic bookfair money \$175 is still available
      - Nicole Webb will use funds to purchase books to be given to 9-12 staff to pass out to their students who need reading materials for Read-a-thon
- Orton Gillingham training currently happening for two 6-9 staff members
  - Sarah Lofquist and Megan Kline are both enrolled and taking online classes covered by foundation
- Outdoor Education – Imago
  - Foundation budget was cut this year by 1/3
    - Imago graciously accepted matching pay cut for this school year and has billed Foundation for their summer/fall work only
    - Spring work will be happening with or without payment, but being able to pay them for their work would be ideal

### 3. Treasurer's Report

- November and December financial reports sent by Tami Kauffman via email on January 18<sup>th</sup>
  - Bank statements were also attached to email – statements were reviewed by Sara Bourgeois and Erin Spears

- PRM has already raised half of our fundraising goal set for this school year!!!
  - We feel really good about this news and look forward to some great upcoming fundraisers to try to reach our complete goal!

#### 4. Grants Report

- Grants report sent by Marianne Quellhorst via email on January 19<sup>th</sup>
  - Target Grant was approved and received (submitted by Marissa Albright on behalf of Boosters for soccer programs)
- Two previously submitted grants – will only hear back IF we receive them
  - State Farm “Good Neighbor” – financing for Orton Gillingham, decision in January
  - Annie’s Grant for Gardens – fencing for the garden, decision in January
- Learning Links – can submit up to two grants for these funds this year
  - Funds available for grant was increased from \$1000 to \$1250
    - Jackie brought up Ms. Kate’s fossil station work for her Master’s Degree program as a possible idea
    - Emma mentioned meeting with Ms. Simpson and Ms. Johnson to see if they have any ideas
- Dollar General Literacy Grant
  - Have received in the past with help from Marcy Berns
  - Any needs for upcoming school year, needs to be literacy focused

#### 5. New Business

- Flower Sale – Elizabeth Johnson and Lindsay Felder championing
  - Will be done completely online this year
    - Could be an opportunity for continued Cookbook sales as well as Buddy Cards
- Individual Classroom Support Requested at 6-9 level
  - Teacher has asked for assistance with purchasing classroom materials
    - Emma will bring her request to Ms. Simpson and Ms. Johnson before foundation can approve use of any funds for materials
- Future Funding Requests
  - Ms. Simpson and Ms. Johnson should be approached with all funding needs before coming to foundation to ask for money
    - Foundation will also ask Ms. Simpson and Ms. Johnson for input before granting approval of funds
    - This is different than money that is already budgeted for use

*Adjourn; Meeting ends at 7:50pm*

*Next Meeting, February 16<sup>th</sup> at 7:00pm*

*Minutes prepared by Allison Goodman*

### **2020-2021 Board of Directors**

President: Emma Massie, Vice President: Sara Bourgeois,  
Secretary: Allie Goodman, Treasurer: Tami Kauffman

Members at Large: Birgit Hooker, Missy Kyrnach, Lauren Posta, Marianne Quellhorst, Colleen Sheridan-Guy, Erin Spears, and Nicole Webb

Staff Representatives: Marissa Johnson, Colleen Arbuckle, and Jackie Bonfield