

PRM Foundation - Meeting Minutes  
June 10, 2020 through Zoom

Attendance: Emma Massie, Nichole Webb, Tami Kauffman, Sara Bourgeois, Missy Kyrlach, Lauren Posta, Jackie Bonfield, Colleen Arbuckle, Marianne Quellhorst, Colleen Sheridan, Erin Spears, Birgit Hooker, Allie Goodman

(Meeting begins at 7:10pm)

**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."**

### 1. Minutes

- May Minutes – 3 corrections
  - Change date at the top from April to May 18, 2020
  - Current wording: \$12K to Imago, recommended no change there;  
Change to : \$12.5K to Imago, recommended no change there
  - Current wording: Brought up conversation about offering training to other teachers – considering writing a “policy” to share with staff on what Foundation will pay for  
Change to: Brought up conversation about offering training to other teachers – considering writing a “policy” to share with staff on how to propose funding requests from Foundation and examples of past approvals.
  - *Colleen S. moves to approve the minutes with the corrections; Nicole 2nds; motion passes*

### 2. Old Business

- Orton Gillingham and continuing ed policy for teachers
  - PTO funds moved into a restricted Foundation account
  - A line-item under grants has \$2K which is too high, so part of that could go yearly into this fund
  - Discussed Foundation's role in deciding how and what to approve
  - Emma to write a draft policy, send to Foundation to review and to Amber Simpson
- Outdoor Ed – forward progress being made by many people
- Flamingos happening
  - Brought in \$400 so far, back-log not as big as last year

### 3. Treasurer's Report

- See Tami's emailed report
  - Income – flower sale brought in \$3,700 and \$530 from research panel
  - Expenses – teacher appreciation and chrome book donations
- Bank statements were emailed and reviewed by Erin S and Sara B
- 2019-2020 Budget can be wrapped up after the close of June and Tami will send in July
- 2020-202 Budget
  - Consider holding back some funds for uncertain future
  - PTO has tentative budget now, but plan to meet in August to refresh the budget

- Small team to meet in July to look at budget forecasting
- Table the approval of the budget until August

#### 4. Grant Report (Marianne)

- See May's report
- GCF grants now due in August and we have not submitted yet
  - Breakfast Brainiac had been supported through GCF for several years, doesn't make sense to continue funding it through a grant – discuss again in August
  - Art in the Hall now going to be student art

#### 5. New Business

- PTO, LSDMC, all leadership groups continue to have conversation about including minorities on our boards, in our membership
  - Ms Simpson going to encourage her teachers who have direct contact with parents to make direct asks
  - We need a champion to continually reminding us to focus on diversity
  - When you offer more variety of activities, you'll get a bigger variety of people

#### 6. Elections

- Ballot
  - Officers: Emma Massie (president), Sara Bourgeois (VP), Open position (secretary), Tami Kauffman (treasurer)
  - Members at Large: Allie Goodman, Birgit Hooker, Missy Kyrlach, Lauren Posta, Marianne Quellhorst, Colleen Sheridan-Guy, Erin Spears
  - Staff reps (appointed, not voted on): Marissa Johnson, Colleen Arbuckle, and Jackie Bonfield
- *Nicole moves to approve the slate; Jen KW 2nds; all members voted in affirmatively in the comments – motion passes*

*Adjourn; Meeting ends at 8:55pm*

*Submitted by Sara Bourgeois*