

PRM Foundation - Meeting Minutes  
September 15, 2020 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, Colleen Arbuckle, Jackie Bonfield, Brigit Hooker, Meredith Haluga, Marissa Johnson, Erin Spears, Tami Kauffman, Missy Kyrlach, Colleen Sheridan, Marissa Albright, Deb Chambless, Elizabeth Johnson, and Allie Goodman (Monique Johnson)*

*Call to Order; Meeting begins at 7:04pm*

### 1. Minutes

- See August's minutes sent by Allie Goodman via email on September 10<sup>th</sup>
  - Jackie Bonfield moves to approve the minutes; Colleen Arbuckle seconds; motion passes

### 2. Old Business

- Business Sponsors
  - First business sponsor received – Katie Blomer (pediatric dentist)
- Fundraiser Champions needed
  - Emma needs assistance with sponsors
- Review roles, responsibilities, and openings for next year (2021-2022)
  - Roles Chart was sent via email by Emma Massie on September 9<sup>th</sup>
  - Two vital roles NEEDED – Vice President and Treasurer
  - Welcome to Meredith Haluga who is assisting with the treasurer's role

### 3. Treasurer's Report

- See August's financial report sent by Tami Kauffman via email on Sept. 10<sup>th</sup>
  - Income – \$1033.58 (Terracycle- \$998.58)
  - Expenses – \$3597.14 (Network for Good- \$2200, other expenses include face shields for teachers, website expenses and outdoor maintenance)
- Bank statements were also emailed – *statements were reviewed by Erin Spears and Missy Kyrlach*
- 2020-2021 Budget was approved at the August meeting and is being emailed out to board by Tami this evening
  - PRM Staff still needs to be informed about the updates and reimbursement procedure

### 4. Grants Report

- See August's grants report sent by Marianne Quellhorst via email on September 15<sup>th</sup>
- Submitted GCF Learning Links & Covid Classroom Relief Grant – two grants for \$1000 each
  - One for outdoor education spaces – signage
  - One for learning loss

- State Farm Grant being written by Marianne in hopes of Orton Gillingham training for teachers (at all grade levels)
  - Mary Leonard is reaching out to the Alber's Foundation as well
  - Need to find out who on the staff would be interested in the training
- Learning Loss is going to be REAL this year
  - Colleen Arbuckle – speaking on behalf of the 6-9 staff... is happy to make a list of requests dependent on which direction school goes (remote or face to face) for this year
  - Marissa Johnson – will take information back to 3-6 team at team meeting tomorrow
  - Jackie Bonfield – will disperse information to all teachers at the 9-12 level meeting also tomorrow
    - Allison Frazier – 6<sup>th</sup> grade students in need of “wall map” to send home with each child at the next possible pick up time (Missy Kyrlach to follow up with exact map and number needed)
    - Headsets for paras – Jackie Bonfield suggestion

## 5. New Business

- Cookbook – Erin Spears
  - Recipes needed by September 25<sup>th</sup> (The order will be placed before October 22<sup>nd</sup> so that cookbooks are in hand by November 30<sup>th</sup>)
  - Once all recipes are received we can do “pre-sales” (Allie Goodman proof reading and helping with edits)
    - \$9-11 cost of book will make a profit
    - Foundation discussing moving price to \$12
    - Put business sponsor (Dr. Katie) into book
- Magazine Sale – Missy Kyrlach
  - Midwest Fundraising- Initial Sale would start now and go through October 12<sup>th</sup> (Sales can be left “open” all year)
  - Signage can go up at school, room parents can “broadcast” to classrooms, website, email blast, and school rocker
  - Classroom subscription for educational magazines can be an idea
    - Parents can donate money towards a class subscription
    - Material for DEAR (Drop Everything And Read)
- Initiatives 2021-2022
  - School needs must be discussed (short and long term); Lauren Posta to begin writing the initiatives for next school year
  - Current ideas include:
    - Trailer on property for housing intervention specialists, and therapists so they have space to work with students
    - Orton Gillingham training for staff (are there other trainings beside OG that staff members would want?)
      - See OG notes below from Colleen Arbuckle
    - Montessori conference attendance at AMS or CMS – both annual conferences happen in March (American Montessori Society/Cincinnati Montessori Society)

- More general future “pandemic” needs
  - Discussions of racial and socio-economic equity as well as the achievement gap (ever-widening gap between students)
    - Can we engage and bridge CPS “alumni”
    - A diversity mosaic that would be a public art display on our grounds (Jackie Bonfield)
- **Meeting Schedule** for this school year: aiming for every 3rd Tuesday @7pm
 

October 20th	January 19th	April 20th
November 17th	February 16th	May 18th
December 15th	March 16th	June TBD

**2020-2021 Board of Directors**

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

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

Staff Representatives: Marissa Johnson (3-6), Colleen Arbuckle (6-9), and Jackie Bonfield (9-12)

*Adjourn; Meeting ends at 8:16pm*

*Minutes prepared by Allison Goodman*

**Orton Gillingham Information:**

ONLINE VERSION: 16 weeks of instruction including 45 hours of lecture and 16 hours of practicum.

Offered from January - May OR August - December <https://aj7eo10i9wlergj91rh4rywm-wpengine.netdna-ssl.com/wp-content/uploads/2020/05/OG-Overview-FINAL.pdf>

FACE TO FACE: 45 hours of lecture plus 12 days of practicum held during summer school (Specific dates and times are set as the course is created. January runs from the beginning of January to the first week in May and typically has Thursdays evenings and Saturday at Mayerson. Master Teachers will go to the participants schools for 12 visits for coaching and observations.

<https://aj7eo10i9wlergj91rh4rywm-wpengine.netdna-ssl.com/wp-content/uploads/2020/05/191003-Generic-Face-to-Face-description-sheet.pdf>

SUMMER: June and July courses are typically 4 weeks, 4 days per week 8:00-3:00. School locations are determined prior to the start of the class.