

# Bloomington Montessori School

## Board of Directors Meeting Minutes

November 11, 2025, 6:00 pm, Zoom

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### Board Members Present

- Janelle Terkhorn
- Christine Lovelace
- ~~Joanna Weronkiewicz~~
- Anne Sterling
- DeJohn Rose
- Adriana Fernadez
- Lisa Ziemba
- Alex Burch
- Elizabeth Thompson
- ~~Garrett Schopp~~

### Staff Members Present

- Quinn McAvoy
- Jess Davis
- Cyndi Williams

## Preliminaries

Janelle Terkhorn – President – **6:05 pm**

### Welcome

### Approval of Minutes from the October Board Meeting

- Lisa motioned to approve the minutes and Anne seconded the motion. Motion to approve the minutes passed unanimously.

### Call for issues not on the agenda

- No issues were brought forward.

## Executive Committee

Janelle Terkhorn, President

### Committee Business

- Met on Nov 6, 2025, 11 am
- Next meeting: Jan 6, 2025, 11 am

### Current Issues

- The Chemical Hygiene policy is under review within the Executive Committee.
- A temporary committee was requested by Janelle to prepare for our new strategic planning session. The committee will be overseen by the Vice President and Governance committee and led by an at-large member of the board.

- EC will review the Employee Handbook regarding continuing education support. Some wording needs to be updated to be more inclusive of the various types of educational support we offer staff and to align with our current contracts.

## Operations

- Please see Quinn's operations report.

## Current Projects

- Adding and updating policies in compliance with ISDH requirements and recommendations. [Strategic Project 2A]
- Guidance documents and workflow charts for EC and the President's role are being generated for review by EC. [Strategic Project 3B,3C]

## Governance Committee

Anne Sterling, Vice President

### Governance Committee Business

- Board membership
- Nominating committee work
- Strategic plan kick-off
- Next meeting: Thursday, December 18th @ 11:30 a.m.

## Current Projects

### Board Membership + Recruitment

- Need to fill 4 openings, 2 of which are executive positions: Secretary and possibly Vice President.
- Bylaws require a minimum of 7 board members and a maximum of 12. We are currently at 10.

## Nominating committee

- The Nominating Committee will be comprised of 6 members: Anne as head of Governance committee, 3 parent members (Sierra Lee, Jhondra Funk, William) staff member (McKenzie), and another at-large board member (Alex Burch).
- The first nominating committee meeting will take place on November 13th.
- Board applications will open on November 14th.

## Strategic Plan

- The current strategic plan expires at the end of the year. Working with board members to create a strategic planning subcommittee.

# Development Committee

DeJohn Rose, Committee Chair

## Committee Business

- 5K/Fun Run was on October 25. Raised \$4024.79 (after MHC donation, without staff hours), donated \$1285 to MHC. We had 97 runners/117 registrations. Capacity for up to 200 next year. To boost registrations we will work on getting on community calendars earlier, reaching out to nature groups, run clubs, cross country teams, and alumni [1A]. Next year's date will be set shortly.
- Chipotle Dine Out Fundraiser was November 4. Raised \$358.11.
- Board Member Giving Form and match planning - reminder to please complete ASAP
- Art to Remember collections are ending, but can still be submitted online. Lower participation so far, but hopefully participants are more invested and make purchases.
- Next meeting: November 19, 2025, at 11 am on Zoom

## Current Projects

- Finalizing sponsorships for Giving Tuesday. So far, we are at \$3,500 with a capacity of \$7,000 (7 hours). Let DeJohn know if you know anyone who might be interested in sponsoring. \$500 for half an hour and \$1,000 for an hour.
- Continuing to evaluate options for the Believe Kids fundraiser. Send other catalog or fundraiser suggestions to DeJohn and Quinn.

- Shifting focus to planning the silent auction at the Spring Wonderlab event. Will convene a subcommittee in December. If you would like to help solicit donations or make a donation yourself, please let DeJohn know.
- The Sagamore scholarship program is being finalized and will go live shortly. Will start with targeted solicitations as a test [4A, 4B].
  - Adriana asked a clarifying question about the max credit the donor can get each year. She wanted to know if there is a certain amount you would need to owe the state of Indiana in order to qualify for the credit. What happens if a donor ends up owing nothing in taxes to the state, do you still get
    - You must have state tax liability to the state to qualify for the credit. It cannot be more than you pay/owe.

### Fundraising Update (caveat: numbers are reported as soon as the net is available or updated monthly; may not match fundraising accounting)

- 2025-2026 Annual Campaign: \$1,750. The number reported here reflects transactions recorded through FACTS Giving and through donations made at BMS and may vary from financial reports based on deposit and data entry schedules.
- \$260 received in FACTS, on older campaigns or not attached to a campaign, since August.
- Believe Kids:\$5,153.50
- Donations from Reflect Martial Arts: \$812.50
- Merchandise:\$254
- 5K Trail Run/Family Fun Run: \$4024.79
- RaiseRight Scrip: \$76
- Kroger Rewards: \$652.84
- Scholastic Books:
- Art to Remember:
- Box Tops For Education:
- Eat and Earn: \$358.11

# Parent Action Committee

Adrianna Fernandez, PAC Co-Chair

## Committee Business

- Next meeting: January 21, 2026

## Current Projects

- PAC is currently in communication with Mother Hubbard's Cupboard to coordinate a partnership for this Spring's schoolwide service learning project.
- We are working to increase awareness and community involvement by increasing visibility of marketing materials. PAC is utilizing and maintaining the outside bulletin boards with current event promotional materials throughout this academic year to see if it makes any impact. This is in addition to our current communication methods (4A and 4B).
- Past Events (since last board meeting)
  - Fun Run and Fall Festival were well attended and received. Organization and facilitation of these events were streamlined and simplified in comparison to last year. The Fun Run and Festival were attended by both current and past BMS families, who reported looking forward to and enjoying these annual events. The 6th grade pie in the face fundraiser was successful, earning a significant amount (need to confirm total) to help offset the cost of the annual trip to Chicago.
- Ongoing - PAC is coordinating the ongoing Art to Remember fundraiser. We have secured artwork for the majority of the children at the school and contacted the families whose children did not submit artwork. Orders will open next week and run through January 1, 2026. Orders placed before the Thanksgiving break will have the option to ship to school for pickup before winter break. After that, orders will be shipped to students' homes. (3B)
- Upcoming Spring Events
  - Roller Skating Event at Western Skateland - Sunday, February 1st, 1:00 pm to 3:00 pm
  - Spring Service Learning Project supporting Mother's Hubbard Cupboard - March 2026 (dates TBD)
  - Food Truck Friday Meet Ups - April 17 and May 22, 5:00 pm to 7:00 pm
  - Teacher and Staff Appreciation - Monday, May 4 to Friday, May 8

- Wonderfest at Wonderlab - Friday, May 8th, 6:00 pm to 8:00 pm
- Popsicle Social - Wednesday, May 20, 3:15 pm to 4:15 pm

## Opportunities and Needs

- Continued help spreading the word about the Art to Remember Fundraiser. Artwork can still be submitted to the front office or uploaded digitally from home. The more families who participate, the higher the return the school will receive from this fundraiser.
  - The base profit is 25% of sales, but can increase up to 38% based on the percentage of participation.
    - We currently have 75-80% of students with artwork uploaded.
  - The order window is open and will run through January 1, 2026.

## Finance Committee

Joanna Woronkowicz, Treasurer; Cyndi Williams; Quinn McAvoy

### Committee Business

- Next meeting: December 8<sup>th</sup>, 2025 @ 12.30pm ET
  - Will be working on the budget.

### Financial Review

- The school's financial position is approximately 24.3% higher than this time last year, with approximately \$1.279 million in cash and investments. The difference can primarily be attributed to funds raised and interest earned on investments. Current assets are up approximately 16% from last year, and total liabilities are up by about 0.3% compared to last year. Equity is up by 17.2%.
- As of November 5, 2025, the current investment balance is \$733,543. Since the account's inception, the school's investment funds have generated gains of 4.67%.

### Current Projects

- The Finance Committee will address Scholarships in the coming academic year. [3]
- The Finance Committee will continue to monitor investment performance and propose adjustments to the investment strategy if needed. [1C]

# Operations

Quinn McAvoy, Jess Davis, and Cyndi Williams

## Enrollment Update

- Enrollment tours continue.
- Student Enrollment: One-half-day EC and LE student withdrew. We have a waitlist for the all-day youngest group and the fourth-grade group.

## 2025-2026 Enrollment

	Actual November Enrollment 2025-2026	Classroom Capacity 2025-2026	Budgeted Spots 2025-2026
Half Day	47	54	48
Half-Day Lunch Program	24	24	19
All Day	58	60	60
Lower EL	60	66	60
Upper EL	39	39	39

## Staff

- Staff are completing their beginning-of-the-year goal-setting and self-evaluation forms.
- Marc Sosa has accepted another position; his last day at BMS was October 31st. Mariah Ryan, our Kitchen Aide, will be covering Lower Elementary Aftercare with Lyndsey and Nola and then move over to the Upper Elementary Aftercare if that role is still available.
- Paola Tavarez, our Spanish Teacher and Upper Elementary Aftercare Lead Teacher, has shared that she plans to leave her position as Upper Elementary Aftercare Lead Teacher. We have posted the position and will start interviewing. Paola agreed to continue in the position until we hire her replacement.
- The role is posted on Indeed.

## Advocacy

- Quinn and Jess continue their work with the United Montessori Schools of Indiana.
  - Quinn was voted in as VP.
  - UMSI conference is 11/7-11/8; Jess and Quinn will be traveling up to host it with the rest of the board at IPS Northwest Middle School

## Curriculum

- Jess is facilitating the Universe Book project for first graders (an art panel book integrating history and science; great opportunity to build relationships with students as they transition to elementary and may need more support).
- Upper Elementary just held their engineering carnival for younger children to play the games and challenges they designed.

## Student Services

- Ongoing ISP and accommodation plan review meetings with families/teams.
- Amplify Math Screener administered to all students in grades 1-5.

## Professional Development

- Jess continues a master's degree in Teaching, Learning, and Curriculum.
- Jess is beginning two online mathematical mind courses through Stanford to begin our math curricular review focus for the year.
- Jess is speaking at the United Montessori Schools of Indiana conference on November 8th.
- Jess is speaking at the American Montessori Society Regional Symposium in Cincinnati on November 15th.
- Nick continues a master's degree in Teaching, Learning, and Curriculum.
- Staff completed the DIBELS mClass (reading assessment) training for our November 4th professional development day.
- Two staff have registered for the AMS annual conference (Washington, DC in March), and we have submitted for reimbursement of these costs through Title II funding (MCCSC).

## Administrative

- NSLP: This school year, we will be undergoing an on-site Administrative Review.
- Monitoring student Bark accounts (online security/safety).
- Annual campaign materials developed.
- Continued work with Wilding, Inc. (parent Luke Frydenger) on the BMS promotional video. New footage has been recorded.
- ABAR leadership committee finalized for the year, and meeting schedule set. The committee is reviewing data from interns' DEI interviews with BMS families last year.
- NSLP: August and September lunch claims filed
- Voucher presentation created.

## Community Partnerships

- After-school clubs to be offered this fall: Taekwondo, Girl Scouts, Newspaper Club, and Rubik's Cube Club.

- Fall Fun Run sponsor highlights, run course set-up, volunteer coordination, fun-run T-shirt design/ordering/dissemination, and event implementation
- Spiritwear design, ordering, family order processing, and dissemination of orders.
- Mother Hubbard's Cupboard: building a close relationship
  - Mother Hubbard's Cupboard was our Community Partner for the 2025 Fall Fun Run. They will receive a check for \$1,285.
  - We will not be doing holiday food baskets this year and are planning a MHC food drive of child-centered items instead
  - PAC is planning on partnering with MHC for the family service project
- Volunteer teaching tai chi in Walnut (ABC Chi)
- Giving Tuesday sponsor outreach in progress

## Facilities Completed

- The bathroom ventilation fan in Sweetgum has been replaced
- Filters changed in the water bottle filler stations in the Maple and Walnut classrooms
- Fall HVAC maintenance completed
- Annex water heater circulation pump repaired
- Monthly pest control mitigation in the main building
- The French drain on the Sweetgum playground was rodded
  - This is under concrete and just takes rainwater away from the building, so it was determined that rodding it routinely was sufficient to keep it clear rather than replacing it.
- Kitchen and Forest girls' bathroom tile repair

## Pending

- Forest and Hickory HVAC transformer replacement
- Walnut bathroom lock replacement
- Maple bathroom floor transition strip replacement

## Communications

- Bi-weekly newsletters, Facebook posts, and flyers
- Montessori Moment blog (3 new posts) on the BMS website

## Finances as of 10/31/2025

- Main checking: \$ 177,920.54
- Money market: \$ 239,366.53
- Café Account \$ 11,222.13
- Fundraising Accounts: Savings \$2,439.32, Checking \$6,827.11, Paypal \$222.18
- CD \$ (ECR money matures 6/16/26): \$ 113,568.49

## Investment Accounts 10/31/2025:

- Fundraising: Started at: \$65,000, Currently at: \$82,890.30
- Cash Management: Started at: \$100,000, Currently at: \$105,248.47
- Long-Term Fund: Started at: \$483,978.00, Currently at: \$548,542.03
- IUCU Loan balance: 4%: \$417,623.08

- Delinquencies: 2024-2025 - \$384.20 (three families), 2025-2026 - \$3,551.80 (four families)

## Strategic Plan Accountability

### Project Updates

#### Operations-Organizational

##### ■ Project: Increase Student Diversity-

-socio-economic diversity: continuation of the scholarship program with the short-term goal of funding the scholarships we have and the long-term goal of increasing the number of scholarships

-racial diversity

○ Project: Consistent Social Media presence-great parent resource helping with vision-level guidance, SEO/analytics, and content!

A knowledgeable parent says this should not be a goal—that a better use of our time is targeting a smaller amount of output with tools like Google Analytics. However, they were unable to fulfill their ideas to support us this year. We may look for another knowledgeable parent to pick this up, or follow up with this parent next year.

○ Project: Hire Interventionist-in process with MCCSC

○ Project: Hire Counselor/Therapist

○ Project: DEI Survey- survey complete, interpreting results is the next action step

○ Project: Equity Audit-in-progress (two-year project)

## Indiana Choice Scholarship Program

- The administration gets questions about whether BMS participates in this program.
- This program covers k-12 private school tuition as well as an eldercare program.
- Household income may be up to 400% of the federal free and reduced lunch program, which is very high.
- Scholarships fund up to 90% of what public schools receives for each student.
- Money is not deducted directly from the local public schools but it does impact the overall budget.
  - IN public schools lost \$400M of funding to voucher programs.
- Even when tuition is covered, there are still barriers to attending BMS like lack of breakfast, transportation and before-school care.
- AMS is a third party accreditation agency for the voucher system.
- Here are some of the requirements for schools who accept vouchers:
  - 90 laws are listed, 22 laws don't apply to our school, 37 represent rules that are already in place, 22 are not in place but could be implemented with increased administrative capacity.
  - Laws that would require increased administrative or teacher work/burden include:



- Potential increase in applications as BMS becomes more accessible to more families.
- Cons
  - Philosophical misalignment between the identity of our school and some existing laws
  - Defunds public education
  - Very high administrative costs/burden
    - Cyndi spoke to how much work goes into the national lunch program administratively and this program would be vastly more intensive.
  - Loss of independence
- DeJohn asked about the rate of those who ask about vouchers and those who ended up attending BMS. Jess responded that anecdotally, about 50% of those who tour the school and ask about vouchers end up attending but many more inquire over the phone and never tour or apply.
- Elizabeth spoke about the effort and expense it would take to participate in this program to open up accessibility for students we don't have room to take on.
- Lisa commented that this isn't the right way to assist with the financial burden of our current families but we can continue to pursue other opportunities that might be a better fit.
- Jess talked about how hard it is to find Montessori teachers, so expanding would be an undertaking that is much larger than BMS is ready to endeavor to take on.

## Closing

Janelle Terkhorn – President

- Janelle thanked everyone for attending.
- Meeting Adjourned: **7:07pm**

Respectfully submitted by Christine Lovelace, Secretary