

Bloomington Montessori School

Board of Directors Meeting Minutes

February 1, 2026, 6:00 pm, Zoom

Board Members Present

- Janelle Terkhorn
- ~~Christine Lovelace~~
- ~~Joanna Woronkiewicz~~
- ~~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 – **6:01 pm**

Welcome

Approval of Minutes from the January Board Meeting

- Lisa motioned to approve the minutes, and Garrett seconded. 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 Jan 8, 2026, 11 am
- Next meeting: Feb 5, 2026, 11 am

Current Issues

- The Chemical Hygiene policy- First reading
 - o Janelle introduces that this is an edited copy of the recommended policy for schools. This is the last of three previously missing policies required by various regulatory agencies related to environmental and air quality issues.
 - o Janelle notes this policy was reviewed by staff and the Executive Committee. Some chemicals are used in the elementary classrooms for educational purposes.
 - o Second reading should be at the March Board meeting.

- The Executive Committee still needs to begin the review process to 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.
- Work has begun on guidance documents for EC internal workflow as well as legacy documents for transitions.

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]

Finance Committee

Committee Business

- Next meeting: April 6th, 2026 @ 12.30pm ET

Financial Review

- The school's financial position is approximately 20.79% higher than this time last year, with approximately \$1.379 million in cash and investments. Current assets are up approximately 18.11% from last year, and total liabilities are down about 1.55% from last year. Equity is up by 15.64%.
- As of February 6, 2026, the current investment balance is \$757,800.79. Since the account's inception, the school's investment funds have generated gains of 4.87%.
- The school's FY24-25 audit was successfully completed and is available to the BoD for review in this month's documents folder.
 - Commentary from Quinn: Everything is going smoothly on the financial side. New audited financial reports from the year ending July 31st, 2025 are in the folder.
 - The audited financial statements will be published to the website for public viewing. Tax preparation (for the 990) will begin soon based on the audited financials.

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]

Development Committee

Committee Business

- Help Needed: Silent Auction
 - Send contacts or ideas to DeJohn; donations can be brought to the office. All items are welcome, particularly access to rentals.
- Scheduled spring Dine Out event at Hive for March 3, 2026.
- Please submit your board member pledges
 - DeJohn: Not all pledges have been fulfilled. Feel free to check in at the office for assisting donating on FACTS.
- Next meeting: February 25, 2026, at 11 am on Zoom

Current Projects

- The annual campaign is underway, with the Giving Tuesday kickoff on December 2, 2025. To date, we have received 63 donations, totaling \$39,123.
- Quinn & Jess are working with the school's lawyer to finalize planned giving documents.

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: \$39,123. The number reported here reflects transactions recorded through FACTS Giving and donations made at BMS and may vary from financial reports due to deposit and data entry schedules.
- \$360 received in FACTS, on older campaigns or not attached to a campaign, since August.
- Sagamore Scholarship Fund: \$11,000 donated, \$10,175 net
- Believe Kids:\$5,153.50
- Donations from Reflect Martial Arts: \$1,462.50

- Merchandise: \$930
- 5K Trail Run/Family Fun Run: \$4024.79
- RaiseRight Scrip: \$176
- Kroger Rewards: \$909.25
- Scholastic Books: \$1186.94
- Art to Remember: \$347.05
 - o Commentary from DeJohn: Art to Remember was a fairly work-intensive effort, so the Development Committee will decide whether to continue with this initiative.
- Box Tops For Education: \$30.60
- Eat and Earn: \$358.11

Governance Committee

Governance Committee Business

- Board membership
- Nominating committee work
- Next meeting: Thursday, February 26th at 11:30 a.m.

Current Projects

Board Membership + Annual Assessment

- Need to fill 4 openings, 2 of which are executive positions: Secretary and Treasurer.
- Bylaws require a minimum of 7 board members and a maximum of 12. We are currently at 10.
- Board of Directors Annual Assessment will be sent to board members and non-board members of board-led committees.

Nominating committee

- Board interviews are underway and will be completed by the end of February.
- First reading of slate of candidates at the March board meeting.

Strategic Plan Subcommittee

- Kickoff meeting in February.
- Committee chairs to update current strategic plan.

Parent Action Committee

Adrianna Fernandez, PAC Co-Chair

Committee Business

- Next meeting: February 11, 2026
 - This is our last general PAC meeting for the 2025-2026 academic year. Co-Chairs will continue to meet leading up to upcoming Spring events. This meeting was rescheduled from Wednesday, February 18 to February 11 to accommodate scheduling conflicts.

Current Projects

- 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).
- The Roller Skating Event at Western Skateland on Sunday, February 1st was well received and well attended. This was PAC's third year organizing this event and it continues to be one of the most attended outside of the Fall Festival and Spring Fling. This year we implemented a cancellation policy and recruited sign in volunteers which contributed to a more efficient and relaxed check in process. Over 160 people registered for the event and over 140 people attended the event the day of.
- The PAC organized spring service learning project will partner with Mother Hubbard's Cupboard. Our school will be participating in a three part service learning project that will include a snack drive, packing snack packs for kids, and a tour/on sight volunteer opportunity for a limited number of elementary families. Dates for this project will be:
 - February 17th to March 27th - snack drive
 - March 28th (Time TBD, will be in the afternoon) - on campus snack packing

- Day/Time TBD - snack pack delivery and onsite volunteer opportunity at MHC
- Art to Remember now allows schools to keep their website active through the remainder of the academic year. This means families can continue to upload artwork and place orders to be shipped to home past the initial December 31 deadline. The school will continue to earn a 25% profit on all purchases made now through the end of the school year. PAC will be organizing targeted promotion of this opportunity at the upcoming children's evenings and possibly at PAC events now through the end of the school year. More details on this will be discussed at our next meeting.
- Other Upcoming Spring Events -
 - Spring Service Learning Project supporting Mother's Hubbard Cupboard - February to March 2026, on campus day is March 28th
 - 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 (Spring Fling) - 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

- Help spread the word about spring events. Volunteer opportunities are available for these events and are posted on the school's volunteer sign-up genius.

Operations

February Operations Report

Report Created By: Quinn McAvoy, Jess Davis, and Cyndi Williams

Report Month: February 2026

Enrollment Update

- Enrollment tours continue.
- Student Enrollment: One-half-day started this month. We have a waitlist for the all-day youngest group and the fourth-grade group.
- 2026-2027 EC offers for fall have been made; families are scheduling admissions visits, and we are hosting admissions visits daily.
 - Quinn notes that it is looking likely but not definite that the Upper Elementary will split into two classrooms.
- Re-enrollment contracts for current students are due February 13, 2026.

- Summer Camp registration opened to BMS families on February 2, 2026, and will open to the public on March 4, 2026.
 - Quinn notes that Elementary summer camp usually fills with either current BMS Elementary students or BMS alumni students.

2025-2026 Enrollment

	Actual February Enrollment 2025-2026	Classroom Capacity 2025-2026	Budgeted Spots 2025-2026
Half Day	45	54	48
Half-Day Lunch Program	24	24	19
All Day	59	60	60
Lower EL	59	66	60
Upper EL	39	39	39

Staff

- The Upper Elementary Aftercare position has been filled by Lydia McCray.
- On February 16th, staff will attend a half-day in-service focusing on Math.
 - Quinn will have a full knee replacement and will be out during mid-to-late March. She will work from home somewhat after being off.

Advocacy

- Quinn and Jess continue their work with the United Montessori Schools of Indiana.
 - Supporting a “walk to the capital” event in Washington DC at the annual conference in March, with opportunities to talk to state legislators about Montessori issues.

Curriculum

- Upper elementary will be volunteering at The Hub food pantry and the Bloomington Community Orchard this semester
- Curricular Review is math, and it will be extended through next year as a two-phase review
 - This year: Montessori curriculum analysis (identifying gaps, areas for greater depth), *Montessori for All* book discussion, Number Talk refresher, and Intro to

- Mathematical Mindset work
 - Next year: Mathematical Mindset deep dive, with a focus on intentionally designed cultures of mathematics

Student Services

- Ongoing ISP and accommodation plan review meetings with families/teams.
- Amplify Math Screener has been administered and is being analyzed to inform teaching and intervention plans for this semester
- DIBELS reading screeners administered to all students not at or above grade level by classroom teachers
- The Terra Nova standardized test was administered and sent off for scoring, grades 3-6.
- Sandpaper letter parent volunteer training on 1/7.

Professional Development

- Jess continues a master's degree in Teaching, Learning, and Curriculum.
- Nick continues a master's degree in Teaching, Learning, and Curriculum.
- Jess attended the Mathematical Mindset Leadership Summit at Stanford, Jan 21-23
 - Peer PD Presentation for all staff 2/16

Administrative

- The 2024-2025 audit finalized.
- Updated staff peer evaluation forms.
- Montessori Moment (website blog) postings
- NSLP: This school year, we will be undergoing an on-site Administrative Review on February 12th and 13th.
- NSLP: November and December lunch and snack claims filed.
- Monthly monitoring of student Bark accounts (online security/safety).
- Some annual campaign mailings/donations have been coming back to us. We currently sit at \$37,623 raised toward the 2025-2026 annual campaign.
 - Last year's total was \$31,759
- ABAR Leadership Committee: School-level equity audit complete; classroom-level audits finishing up this month. The summary of Admin/EC work has been sent to the committee, and elementary will be added after 2/16 (the due date for their materials).
- A \$20K Grant application (not \$10k as originally indicated in the report) will be submitted to the JEFF Foundation to help fund parking lot repairs once we receive our paving company quote.

Community Partnerships

- After-school clubs to be offered this spring: Taekwondo, Girl Scouts, Newspaper Club, Rubik's Cube Club, and Chess Club.
- Martin Luther King Jr. Birthday Celebration Event Sponsor
- Hoosier Hills Food Bank Soup Bowl Sponsor

Facilities Completed

- Water heater repaired
- Monthly pest control mitigation in the main building
- Snow/ice removal

Pending

- Magnolia ceiling repair-waiting for consistent dry warm weather.
- Willow back door: Investigate the cause of the flooding.
- Sweetgum and Magnolia - Investigate the cause of the flooding. I suspect the issue is with the soffits. Pending snow and ice melting.

Communications

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

Finances as of 1/31/2026

- Main checking: \$232,014.92
- Money market: \$241,156.84
- Café Account \$12,141.70
- Fundraising Accounts: Savings \$2,441.78, Checking \$23,538.24, Paypal \$247.17, Sagamore \$10,175
- CD \$ (ECR money matures 6/16/26): \$114,834.94

Investment Accounts 1/31/2026:

- Fundraising: Started at: \$65,000, Currently at: \$83,803.34
- Cash Management: Started at: \$100,000, Currently at: \$105,728.73
- Long-Term Fund: Started at: \$483,978.00, Currently at: \$564,025.97
- IUCU Loan balance: 4%: \$400,893.18

- Delinquencies: 2024-2025 - \$364.20 (two families), 2025-2026 - \$2,682.75 (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; addition of Sagamore Scholarships for Education Choice

-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 to target a smaller 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 - two part time staff hired
- Project: Hire Counselor/Therapist
- Project: DEI Survey- survey complete, interpreting results is the next action step
- Project: Equity Audit-in-progress (two-year project)

Closing

Janelle Terkhorn – President

- Janelle thanked everyone for attending.
- Meeting Adjourned: **6:30 pm**

Respectfully submitted by Alex Burch, member.