

# Bloomington Montessori School

## Board of Directors Meeting Minutes

April 14, 2026, 6:00 pm, Zoom

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### 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 – **6:05 pm**

### Welcome

### Approval of Minutes from the March Board Meeting

- Elizabeth motioned to approve the minutes with the date change, and Lisa 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 March 5, 2026, 11 am
- Next meeting: May 5, 2026, 11 am

### Current Issues

- President reviewing board feedback on HOS and AHOS-scheduling to meet with them will be after Quinn returns from medical leave
- The strategic planning process is ongoing.
- EC still needs to begin reviewing 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 continues on guidance documents for EC internal workflow as well as legacy documents for officer transitions within EC.

## 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 20, 2026 @ 12.30pm ET (note rescheduled time)
- At the meeting, we will discuss a policy/practices document for scholarships as required by AMS

### Financial Review

- The school's financial position is approximately 24.99% higher than this time last year, with approximately \$1.449 million in cash and investments. Current assets are up approximately 20.51% from last year, and total liabilities are down about 4.11% from last year. Equity is up by 16.17%.
- Due to the geopolitical conflict in the Middle East and rising energy prices, March was a volatile month for investments. However, the start of April showed gains. As of April 10, 2026, the current investment balance is \$756,287. Since the account's inception in June 2023, the school's investment funds have generated gains of 4.68% and netted \$92,429.
- Looking into Duke energy bills because they are higher than is typical.
- National School Lunch Program policy and procedure updates were completed for compliance.

### 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

- Next meeting: April 29, 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 69 donations, totaling \$39,693.
- Finalizing donations for the silent auction at Wonderfest
- Working on our new strategic plan for 2026-2028 that will likely include a capital campaign

## 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: \$39,693. 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: \$2,262.50
- Merchandise: \$1,073
- 5K Trail Run/Family Fun Run: \$4024.79
- RaiseRight Scrip: \$176
- Kroger Rewards: \$909.25
- Scholastic Books: \$1186.94
- Art to Remember: \$347.05
- Box Tops For Education: \$30.60
- Chipotle Eat and Earn: \$358.11

- Hive Eat and Earn: \$120
- Wonderfest Silent Auction:

## Governance Committee

### Governance Committee Business

- Board of Directors Annual Assessment: The survey was sent - overview and takeaways will be shared at the May board meeting. Friendly reminder to please complete the survey if you haven't already.
- Final vote on slate of board candidates
  - o This is the first year for this format for the board slate.
  - o Laurie's Board approval is pending whether her daughter, Kate Alvarez, is hired as a teacher at BMS.
  - o The vote is on the slate, not on individual members
  - o Christine motioned to approve the 2026-2027 Board of Directors slate as written in the minutes below. Lisa Ziemba seconded the motion. A vote was held and the motion passed unanimously.

### Nominating Committee Business

- Five applications have been submitted by
  - o Kellie Moss - parent of two Sweetgum students
  - o Lori Stiglitz - grandparent of one Hickory student
  - o Ricky Meade - parent of three children: Walnut and Hickory
  - o Marna Wohlfeld - parent of two Walnut students
  - o Jack Gallalee - parent of one Sweetgum student
- Proposed slate for 2026-2027 BMS Board of Directors:
  - o Janelle Terkhorn, President;

- o Anne Sterling, Vice President
- o Jack Gallalee, Secretary
- o Ricky Meade, Treasurer
- o Garrett Schopp, member-at-large
- o DeJohn Rose, member-at-large
- o Adrianna Fernandez; member-at-large
- o Marna Wohlfeld, member-at-large
- o Lori Stiglitz, member-at-large & external
- o Alex Burch, member-at-large; member-at-large
- o Kellie Moss, member-at-large
- o Lisa Ziemba, member-at-large
- Next meeting: Thursday, April 23rd. 11:30 a.m.

## Parent Action Committee

Adrianna Fernandez, PAC Co-Chair

### Committee Business

- Next meeting: Co-Chairs will continue to meet leading up to upcoming Spring events.

### 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 PAC organized spring service learning project partnered with Mother Hubbard's Cupboard. The BMS community packed over 200 snack bags at our in service day on

March 28th. Along with the packed snack bags, upper elementary students delivered all the donated items from the school's snack drive, which included 448 bags of chips, crackers, pretzels, etc., 275 servings of mac and cheese, 532 servings of oatmeal, 17 family-size cereal boxes, 144 fruit cups, 196 dried fruit strips/boxes, and 262 granola bars. Upper elementary students also helped organize and stock these items in the food pantry and learned more about MHC's community programming. PAC Chairs are putting together a project recap to share in the next newsletter.

- Other Upcoming Spring Events -
  - 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

- 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 Report

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

Report Month: April 2026

### Enrollment Update

- Enrollment tours continue.
- Student Enrollment: One new all-day middle grouper started in Sweetgum. We have a waitlist for the all-day youngest group and the fourth-grade group.
- Families are scheduling admissions visits, and we are hosting them daily.
- Summer Camp registration ongoing.

#### 2026 Summer Camp Registration As of 4/6/26

	<b>Session 1</b>	<b>Session 2</b>	<b>Session 3</b>	<b>Session 4</b>
<b>EC</b>	23/30	27/30	29/30	26/30
<b>EL</b>	20/33	49/52	33/33	33/33

2026-2027 Enrollment as of 4/6/26

	Projected August Enrollment 2026-2027	Classroom Capacity 2026-2027	Budgeted Spots 2026-2027
Half Day	40	54	46
Half-Day Lunch Program	18-LP, 6-FD	24	19
All Day	58	60	60
Lower EL	54	66	62
Upper EL	51	39	48

- The Early Childhood enrollment is due to low kindergarten retention.
- This is the lowest Lower Elementary enrollment since Quinn has been at the school.
- Due to the pandemic, some of the Early Childhood classes had unequal ratios among 3-, 4-, and 5-year-olds, so there are changes in enrollment as those cohorts move into Lower Elementary.
- Sometimes groups of friends leave together for public school.
- Lisa Ziemba mentioned that there was some conversation among Sweetgum parents about whether the children would treat the new teacher, whom they know as a parent, as a parent or a teacher.

2025-2026 Enrollment

	Actual April 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	60	60	60
Lower EL	59	66	60
Upper EL	39	39	39

## Staff

- Peer Evaluations are underway.
- Interviews for the Upper Elementary nonlead position have started.
- Elementary Aftercare positions are being evaluated, and job postings will be listed shortly.

## Advocacy

- Quinn and Jess continue their work with the United Montessori Schools of Indiana.

## Curriculum

- 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
- Parent Forum on math April 8th

## Student Services

- Ongoing ISP and accommodation plan review meetings with families/teams.
- End-of-year math screener will be administered in late April/early May for all K-5th students
- End-of-year DIBELS reading screener will be administered to all students K-6 during the last two weeks of April and the first week of May.
- 6th-grade graduation
  - School transitions and ALPS applications with families
  - Jess is helping 6th graders with graduation speeches

## Professional Development

- Jess is finishing a master's degree in Teaching, Learning, and Curriculum this May and has been accepted into a PhD program in Learning Sciences.
- Nick continues a master's degree in Teaching, Learning, and Curriculum.
- Jess is continuing work with Stanford's mathematical mindset institute:
  - Completed a Number Sense Intervention workshop 3/3-3/4 (online)
  - Will complete a mathematical mindset inquiry program training at the end of April (online)

- Alice and Jess attended the AMS conference in Washington DC during spring break
- Small group mathematical inquiry in-house workshops led by Jess
  - Elementary completed March 25th
  - Early Childhood is scheduled for next week

## Administrative

- AMS reaccreditation window has begun
  - Initial application has been approved and we will now begin the self-study process.
  - Jess went to the first meeting today.
- Classrooms have completed their ABAR equity audits as a summative assessment of this three-year project. The summary was approved by the ABAR Leadership Committee and went to the full board for review.
- Monthly monitoring of student Bark accounts (online security/safety).
- Tuition contracts entered into FACTS.
- NSLP Administrative Review: Submitted Policy and Procedures update.
- Some annual campaign mailings/donations have been coming back to us. We currently sit at \$39,693 raised toward the 2025-2026 annual campaign through FACTS, plus an additional \$11,000 raised through Sagamore.
  - Last year's total was \$31,759

## Community Partnerships

- Parent volunteers, our sixth graders, and Jess ran the collaborative booth (Bloomington Montessori and Bloomington Community Orchard) at the Lotus World Bazaar at Fairview Elementary on Friday and Saturday. Sixth graders made displays on pollination, games, and interactive quizzes, and helped host 850 community fourth graders on Friday. Busy day! On Saturday, the booth was open to the public.
- After-school clubs to be offered this spring: Taekwondo, Girl Scouts, Newspaper Club.
- Bloomington Community Orchard-Upper el site checks and tool maintenance (sanding and mineral oiling wooden handles of community orchard tools).
- Our Upper Elementary classroom is continuing its partnership with IU's Maurer School of Law and the Outreach for Legal Literacy Program. This semester's lessons will culminate with a field trip to IU, where the students will participate in a mock trial at the end of April.

## Facilities Completed

- Monthly pest control mitigation in the main building
- Magnolia - Bathroom floor drain repair
- Sweetgum - HVAC repair
- Hickory-HVAC repair

## Pending

- Magnolia ceiling repair-waiting for follow-up appointment.
- Front door repair - Awaiting parts.
- Repaving the parking lot

- Because of the price per ton of crude oil has gone up, the quote has to go up.
- Garrett Schopp got one more quote from Lentz Paving. Jess reached out to them but didn't get anyone to come out and assess what needs to be done, so the quote is missing several key aspects of the job.
  - Lentz suggested that BMS clear the sidewalk repair with the city. Jess has already spoken to the city, and there is a new plan
  - Quinn will reach out to Lentz tomorrow.
- Quinn asked for Board approval for up to \$40,500 for the job so that the quote doesn't go up again.
  - BMS received a \$20,000 grant for this project
  - The use of the facilities is part of the fundraising
  - \$20,500 from the one fundraising and facilities budget
  - Last week of May or last week of July.
- Christine Lovelace made the motion to approve a \$40,500 budget for repaving the school parking lot, using the \$20,000 grant as well as the funds allocated to facilities from this year's fundraising and this year's annual facilities budget. Lisa Ziembra seconded the motion. A vote was held, and the motion was approved unanimously.
- Maple Classroom was overheating.
  - There has been no news, which likely means the repair was under \$2000.

## Communications

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

## Finances as of 3/31/2026

- Main checking: \$317,269.23
- Money market: \$242,312.07
- Café Account \$10,209.24
- Fundraising Accounts: Savings \$2,443.36, Checking \$25,160.74, Paypal \$263.83, Sagamore \$10,175
- CD \$ (ECR money matures 6/16/26): \$115,654.55

### Investment Accounts 3/31/2026:

- Fundraising: Started at: \$65,000, Currently at: \$83,841
  - Cash Management: Started at: \$100,000, Currently at: \$106,086
  - Long-Term Fund: Started at: \$483,978.00, Currently at: \$557,069
  - IUCU Loan balance: 4%: \$389,545.18
- Delinquencies: 2024-2025 - \$364.20 (two families), 2025-2026 - \$8,369.79 (5 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 Counselor/Therapist

- Anne Sterling asked if there was anything the board could do to support the staff since they've been without Quinn McAvoy while she's been on leave.
  - Just acknowledgement from the board would be appreciated, especially to Jess and McKenzie, who took on extra responsibilities.

## Closing

Janelle Terkhorn – President

- Janelle thanked everyone for attending.
- Meeting Adjourned: **6:49 pm**

Respectfully submitted by Christine Lovelace, Secretary.