

Petoskey Montessori Children's House and Elementary School
2023-2024 School Year Annual Meeting
April 9, 2024 6:30pm
PMCH Elementary Classroom
MINUTES

1. Call Meeting to Order: 7:04 pm
2. Performance Review
 - Productivity & Efficiency: Brightwheel, bookkeeper, automated vendor payments, direct deposit for staff,
 - Safety: new doors, new windows, drill schedule, pathway to neighboring parking lot
 - Additions/Improvements: new flooring in primary, new playground equipment, landscaping improvements, organized the library, YCC coatroom updates, painting, shelving in the diaper area, organizing the admin office, annual auction reinvigorated
 - Met fundraising goal of \$20k
 - Staff retention: 85% or more – it's been more stable this school year, room for improvement
 - Resurrected education nights
 - Hiring improvements
 - Documented procedures
3. Forecast/Goal Setting
 - School sustainability: developing a long-term financial plan
 - Community Outreach Committee: develop a committee whose sole purpose is to get our name on the map to make all of the other goals feasible
 - New School Building: develop capital campaign to raise money for a new building (impossible to expand any classroom in current building plus it will draw more interest)
 - Collaborate with tribal community
 - Fundraising: continue \$20,000 per year
 - Financial health 3% margins
 - Staff retention: 85% or more
 - Parent communication
 - Continue education nights
 - Maintain the wild, natural, unstructured recess space
 - Supporting roadmap to hand over to the next board to thrive!!!
4. Open Board Seats:
 - Roth, Neils and Campbell: June 7th
 - Walts: September
 - Kuhlman: term expires in August, possibly staying on as a trustee/advisor/legacy
 - Byron: November, step down as president, stay on for advisor/legacy
5. Election Process Review – electronic voting, form developed to run for the board
6. Public Comment (Please keep tone respectful and limit time to 3 minutes per person)
 - None
7. Adjourn: 7:54 pm

2024/2025 School Year Annual Meeting September 17, 2024