UMSI Meeting Notes

August 20, 2017 7:00

**In attendance:**

Kathy Lause, Mark Nardo, Tiffany Fennig, Tara Franke, Deb Cyrier, Brenda Huth

**Good news:**

Tara bought her school! She is the proud owner of Northside Montessori School!

**Mission:**

With integrity, the United Montessori Schools of Indiana will support, unify, and advocate for the advancement of Montessori education.

**Treasurer’s Report:**

Current​ ​Chase​ ​Account​ ​Balance:​ ​ ​ ​ ​ ​$12,530.33

Current​ ​PayPal​ ​Account​ ​Balance:​ ​ ​$​ ​0.00

Balance​ ​after​ ​pending​ ​credits/debits:​ ​ ​$16,627.33

Recent​ ​Credits

● Assistant Training Payments

Assistant Training Income

Total​ ​Payments $6550.00

Pending​ ​Credits

● Outstanding Payments from Conference

○ R. Witmer, $87.00

○ School 56, $225.00

○ J. Ware, $85.00

■ Reminders sent

● IA Training Payments

○ $3700.00

Recent​ ​Debits

● Website, $44.10

● Postage, $9.80

Assistant​ ​Training​ ​Expenses

Hotel $475.02

Reimbursements​ ​(Food/Mileage) $661.82

(missing Vyju)

Trainers $1800

(6 at $300 per day)

Supplies $129.36

TOTAL $3066.20

Pending​ ​Debits

● Assistant​ ​Training​ ​Reimbursement

○ 172.49

● Assistant​ ​Training​ ​Payment

○ 150.00

○ 300.00

Other​ ​Business

● Opening new checking account for grant money

* Assistant Training

Total Received Payments (some pending) $6550.00

Total Expenses $3066.20

Total​ ​Income $3483.80

Submitted by: Kathy Lause

Mark has received the $15,500 check from Dekko (first draw on the grant funds). The check is locked away for safe keeping until Kathy and Mark can open a separate Chase account. The second allocation of grant funds will be December 15. That check will be $35,500.

**Advocacy—Licensing Project:**

Next steps: on hold until after Labor Day. Scott and his team were under the assumption that our intent was teachers who hold Indiana licenses AND Montessori credentials will have that credential added to their existing license. That will show up as a “Specialty License”. This is already approved!!!! Such exciting news for Montessori in the state of Indiana!

They did not understand that we wanted it as a “path” to licensing. They understand now after Deb, Mark, and Christine’s meeting with them. The goal is to walk away with steps in place for a licensing path. Teachers who have Montessori credentials will be licensed by the state of Indiana to teach. Recognition of credentials being a “license”.

Mark and Deb see the communication of this information as UMSI’s responsibility. We need to let Heads of School know that teachers can take advantage of adding their credential to their license.

It professionalizes the credential and it is the “first step” in recognition of the Montessori credential.

**Validation:**

Brenda needs to let AMS accredited schools know that they are UMSI validated already. Brenda also needs to send a mass email about the validation process to all schools. Christine sent me an email and has voluntarily updated all of the UMSI Validation Handbook. She said she would email that to me by the end of the week.

**Operations Manager Position:**

Mark has two resumes (Three as of this morning 8/21/17) They are on Google Drive for us all to look at. He put them in the “Operations Manager” folder.

Christine has expressed interest. What is our feeling about people “out of Indiana”. We will NOT pay travel expenses and/or lodging expenses. They will be expected to be at all UMSI sponsored events—conference, preparation for paraprofessional training (and possibly attend if they are not Montessori credentialed), in person Board meetings, strategic planning, workshops, etc. Mark will pass that information on to Christine and also inform her that she is more than welcome to apply.

Mark and Brenda received a letter from Phil Dossman (Minnesota). Mark thanked him for reaching out to us. He is the head of the Minnesota Montessori organization.

September 1 is the deadline for us to accept applicants.

Kathy is going to get the posting up on Indeed—we will use the coupon that Brenda has. Indeed is set up to “pay per click”. We can set the limit and raise it if necessary. Let’s start out with the $50 coupon and up it to $100 if necessary. We would like to have as many applicants as possible to choose from.

Brenda sent Kathy all of the Indeed information this morning 8/21/17

Deb knows one of the applicants personally. Feels she has the marketing experience and will be a hard worker “she will go above and beyond”. She has experience with not for profits. She is experienced in digital media.

Kathy has developed a Google Doc for us to add interview questions. Please (at your leisure) add some questions that you would like to ask potential candidates. The interviews will be via Zoom and we will all participate in “round robin” questioning.

Operations Manager timeline:

September 1—applications due

September 5—we will have a Zoom meeting at 7:00 to review all applicants and narrow them down if necessary

September 10—Zoom interviews from 6:00-8:00

September 17—Next Board meeting make final decision

Brenda will add this to Google Calendar (already done)

**WFYI:**

Mark met with Megan Degan from WFYI Indianapolis about advertising our organization. The fees are high $275 for 2 weeks of TV “spots”. They would run from 6am-5pm and only reach Marion County.

Too limiting to Indianapolis area. However, we may want to see if they can “network” with other public broadcast stations to do a general Montessori education “spot” in February during National Montessori Education Week.

This would benefit ALL schools in the whole of Indiana.

Mark told her we would be in touch.

**Special Education Workshop:**

Mark will contact Christine to see if she is available on November 11 to do a one day workshop on Special Needs students in the Montessori environment. We also need to check and see if Forest Manor is available. Lunch on their own? What is around there? If we give people 1.5 hours for lunch there is plenty. Is that too long? What would we charge?

Schedule for the weekend could include:

* Short UMSI meeting to explain advancements for the year-advocacy and introduction of Operations Manager
* Christine’s workshop
* Sunday—Board strategic planning meeting

Next Board Meeting:

September 17 7:00

October 15 7:00

November 19 7:00--- We may not need this meeting if we meet on November 12

Adjourned 8:15