

Board Meeting January 12, 2016

Call to order - 5:54

Public Session

Guests - one family new to green apple

Secretary Report - review of minutes approved by board

Treasurer's Report

We closed on the Green Apple building on Friday!

On the year we have closed on a loss, but with increased rents and starting a new school we knew that may happen.

Tuition is up, enrollment us up, so we should be in the black soon.

Treasurer budget overview for 2016 looks great, we should be in GREAT shape by the end of 2016.

Program Director Reports

Manzanitas



- Enrolled 4 new families
- Had 4 tours this week
- Working to complete marketing plan by end of January, part of which included updating the website (started at the end of December)
- Building relationships with elementary schools related to mission/vision. Had a meeting with a representative from Clonara this week.

Scholarships and Sliding Scale Applications

- Monthly funds available (conservative 10%): \$3400/month

- Funds used: \$1997. 50
 - Scholarship fund balance: \$1402.50
 - Pending Applications: 2
3. Staffing and Payroll Percentage:
 - February Projected payroll percentage: 53.24%
 4. Policy concerns or proposals:
 - New sliding scale/ maternity policies
 - Staff succession plan
 5. Maintenance Concerns/ Large budget requests: Basement professional cleaner
 6. Other salient information:
 - Teacher evals
 - Summer school
 - Kindergarten Info Night
 - Preschool Expo

Green Apple

1. Revenue and Enrollment:
 - Expanded our program to include more infants.
 - Still working to increase enrollment for the Upper School. Thinking of giving families an incentive for referring friends. Goals of filling 6 FT spaces.
 - Working to complete marketing plan by end of January
 - Building relationships with elementary schools related to mission/vision.
2. Scholarships and Sliding Scale Applications
 - Monthly funds available (conservative 10%): \$3500/month
 - Funds used: Est. \$3492
 - Scholarship fund balance: \$8
 - Pending Applications: 2
3. Staffing and Payroll Percentage:
 - February Projected payroll percentage: 60%
4. Policy concerns or proposals:

- Good Friday closure (per parent request)
- Work-trade tuition reduction - bartering services in return for lower tuition

5. Maintenance Concerns/ Large budget requests:

6. Other salient information:

- Teacher evals
- Learning environment resets
- Kindergarten Info Night
- Light Festival
- Preschool Expo
- Multi-site director plan

Fundraising Committee

Silent Auction update:

-Donations are rolling in, already have over \$1300 in donations

-Cap tuition raffle at \$500

-maybe have a dart game - Amanda is in charge

-Next meeting 4:00 at Morgan and York

Executive Director Report

-Kate needs help making an infographic to show parents where our dollars go to include in on our invitation for the silent auction. Amanda L. has offered to help

-We're looking to think about board succession, we will need a president and treasurer in May. We need to start looking at planned recruitment, people with a background in early childhood or possibly a CPA

