



Centreville Preschool Board of Directors Meeting Agenda

Thursday, April 23, 2020

Virtual via Skype

Items to be voted on:

Hiring for Director position (VP) – Closed Session

Revisions to bylaws (VP)

Board Handbook Policies for board transition (Secretary)

Salary/Bonuses for Teachers (Treasurer)

May Tuition (Treasurer)

Agenda Items in addition to general activity reports

Vice President- Sarah Norman

- Update on Board of Directors recruitment, election, transition planning
- Discuss possible changes to board positions/responsibilities (in particular: Health and Safety, where to place Cleaning Parties)
- Discuss any necessary revisions to bylaws (in particular, we had talked about updating a few descriptions of board positions and clarifying that the Office Manager position has a vote)
- Discuss issues related to the closure, including our applications for loans, possible summer programming, provisions for closure in teacher contracts for next year.

Secretary- Kristin Bunch

- Board handbook policies discussion – Outlook and keys

Treasurer- Ronak Gandhi

Accounting Clerk/Office Manager-Janet Chen

Teacher Director- Teresa Steinhilber

Fundraising- Rose Vang

Enrollment – Tuquyen Yee

Parent Ed- Melissa Hall

Public Relations- Jennifer Short

- Discussion regarding extra Open House when re-opening occurs

Health and Safety- OPEN

Maintenance- Firas Abubaker

Scheduling- Yujin Choi

Chalkboard - Danielle McNamara

State Licensing- Sarah Norman

President- OPEN