

# LINCOLN NURSERY SCHOOL BOARD MEETING

October 22, 2024

# AGENDA

Welcome and Thank You  
Emily Lines, President



Start of School Updates  
Director: Nancy Fincke



TTOR Lease Update  
Emily Lines and Nancy Fincke



Board Goals Discussion  
2024-25 LNS Board of Directors



80th Anniversary Update  
Kate Brooks, VP Development



Call for Additional Updates/Questions

## 2024-2025 BOARD OF DIRECTORS

Nancy Fincke, Director (non-voting member)

Emily Lines, President

Kate Brooks, Vice President of Development

Laura Mellen, Vice President of Enrollment

Jenny Rogers, Vice President of Programs

Raleigh Werner, Budget Treasurer

Colleen Bixby, Special Projects Chair

Bridget Healy, Welcoming and Social Co-Chair

Toni O'Connor, Alumni Representative (non-voting member)

# 2024-2025 BOARD MEETINGS

All Board Meetings are held in Studio Green

Tuesday, October 22, 2024

Tuesday, March 11, 2025

Tuesday, May 13, 2025

# START OF SCHOOL UPDATE

Nancy Fincke

# TTOR LEASE UPDATE

Emily Lines

# 2024-2025 BOARD GOALS

LNS Board of Directors and Committee Chairs

- Along with Director, Legal Advisor, and other stakeholders as needed, negotiate and execute a long-term lease with TTOR.
- Support to 80th Anniversary Campaign by participating in planning meetings, helping develop collateral, engaging donors, and any other ways needed.
- Ensure all systems, communications, and planning are up-to-date and ready to be passed off to incoming President.

President

- Continue to implement the 2023-2028 Strategic Plan, make adjustments as needed, and employ strategies to set LNS up for enduring success.
- Implement the new Board structure by adjusting roles and responsibilities as needed and ensuring all duties are fulfilled in accordance with the by-laws. Assess new Board structure to ensure functioning of Board and Parent Job roles best serve the school going forward; adjust as needed.
- Oversee design development and planning process of a “cohesive campus” project with hired architects. Prepare for design implementation and project management.

Steering

- Onboard 5 new faculty members and assess the onboarding process
  - What supports teachers in developing an understanding of our cooperative Reggio inspired school?
- Offer larger scale Professional Development Opportunities to LNS faculty
- Develop and offer a conference to New England early childhood educators on, "Play and Learning in Early Childhood." March 29, 2025

Director

Celebrate and support Lincoln Nursery School during its 80th Anniversary year. Launch an 80th Anniversary Campaign to ensure a bright and lasting future for our school. This campaign will focus on two funding priorities: Creating a Cohesive Campus and Investing In Our Excellence and will run through the end of the school year and be capped by our 80th Anniversary Gala in May. Throughout the year, current families and alumni will have opportunities to connect and support our school in a variety of ways at small meetings and large celebrations.

Development

Sustainable Fiscal Excellence via repeatable, scalable infrastructure (tools, processes, resources, etc.) that will enable LNS to confidently achieve its fiscal goals year-in and year-out.

*Baseline Performance*

- Hit the 2024-25 budget
- Optimize the balance sheet to invest in growth while maintaining appropriate liquidity
- Deliver a finalized, approved 2025-26 budget

*Short-Term Optimizations*

- Reformat existing resources into cleaner, more digestible formats (e.g. gantt chart)
- Establish internal performance criteria for our bookkeeping partner
- Develop a centralized knowledge base for the Budget Treasurer role (FAQ, procedures, etc.); ideally extensible to other roles & committees.

*Long-Term Optimizations*

- Research & perform preliminary cost/benefit analysis on what tools could add value (budget creation, regulatory compliance, etc.)
- Consult with finance leadership at top non-profit organizations in Boston to learn and catalog their best practices (to inform long-term optimizations)
- Research what other revenue streams may be available that LNS could qualify for (grants, low-interest loans, etc.)

## Budget and Finance

Continue to develop strategies for executing the goals laid out in the 2023-2028 Strategic Plan. These include (but are not limited to):

- Organizing DEI resources internally
- Supporting DEI efforts in the studios by funding this years professional development for faculty/staff. Speaker Rebecca Minor will lead both a teachers/staff training and a community wide presentation in December about gender diversity.
- Engaging the LNS community with DEI-related events such as the reverse book fair and an occasional DEI newsletter (that highlights DEI-related events in the greater metro-west community)
- Learning/Partnering with additional schools/programs that are integrating DEI into their curricula/communities
- Liaising with other LNS committees to integrate DEI awareness/education into the fabric of LNS and ensuring we are recruiting and retaining a more diverse community

Diversity, Equity, and Inclusion

Execute an enrollment and marketing strategy that will ensure LNS's sustainability in both the short and long terms. Continue to evaluate the program changes implemented around core school hours and afternoon program offerings. Pilot a toddler group and assess the feasibility of programming for younger than 2.9 yo.

Enrollment

Foster and build a joyful school community by offering opportunities for families and teachers to connect with one another. This will be achieved by on campus events, as well as family led events.

Programs

# 80TH ANNIVERSARY UPDATE

Kate Brooks



80 Years of Growing  
Through Community and  
Learning Through Play

## The 2024-2025 school year marks 80 years of Lincoln Nursery School!

LNS creates an unparalleled opportunity for young children to learn, explore, and play; forging deep connections between children and their families. Over eight decades of history, generations of families in Lincoln and surrounding towns have made LNS an important part of their lives. This year will be special with plans to celebrate our past, gather alumni and community, and unite around a renewed vision for our future.



# Celebrate and Connect

- Family Day  
September 29th
- LNS Leadership 80th Anniversary Kick-Off  
October 9th
- 80th Anniversary Community Newsletter  
In the mail tomorrow!
- Early Childhood Education Conference  
March 29th
- 80th Anniversary Gala  
Friday, May 16th



# 80th Anniversary Campaign

The 80th anniversary is an important opportunity to bring our community together to support a bright and lasting future for LNS.

Two fundraising priorities:

Supporting Our Skilled Teachers and Staff

Creating a Cohesive Campus



# Supporting Our Skilled Teachers and Staff

LNS is inspired by the Reggio Emilia model, applying the latest research on child development while empowering children as agents of their play. The result is an emergent curriculum developed by highly-trained teaching faculty who are afforded the time and resources to foster curiosity and wonder in the children.

This leading approach depends on attracting and retaining skilled, professional teachers at a time when they are in high demand in Massachusetts and across the country. Our teachers are the power behind our excellence and play-based model and LNS is committed to continuing to pay well and retain the talented educators that make our school exceptional.



# Creating a Cohesive Campus

Our location at deCordova Sculpture Park and Museum has become an important part of the LNS experience. As we celebrate the past, we are also looking to the future and planning renovations to our space: enhancing the campus, making it more cohesive, and further emphasizing our Reggio Emilia philosophy.

The vision and design work is in its early stages, but it aspires to unite the studios, further connect LNS to its natural surroundings, and to create more space for gatherings and connections between students, teachers, families, and the community.



## Opportunities to support LNS:

- Make a commitment to LNS's 80th Anniversary Campaign
  - Appeal Letters to be mailed in November
  - Postcard in early December
  - Follow ups throughout the year
- 80th Anniversary Gala (May 16th, 2025)
  - Honorary Host Committee
  - Business Sponsorships
  - Live Ask
- Personal meetings with potential donors throughout the year



CALL FOR UPDATES / QUESTIONS