

From Vision to Reality:

A Long Range Plan for the Damariscotta Montessori School 2007 – 2012

Facilities and Equipment:

Phase I: 2007-2008

- Begin physical master plan to use space to best advantage and to enhance the current site. **IN PROCESS**

Phase II: 2008-2009

- Create additional space for elementary program, through addition to existing classroom or building new addition to the “workshop” building.
- Build outdoor classroom/meeting area
- Vegetable gardens

Phase III: 2011-2012

- Create additional space for elementary, parent/toddler and middle school programs through additions to the “workshop” building.

Programs:

Phase I: 2007-2008

- Begin Parent/Toddler Program with one two day per week class. **COMPLETE**
- Redesign Summer Program, adding nature and art programs – to become more of a summer camp experience. **COMPLETE**

Phase II: 2008-2009

- Add second two day per week class to Parent/Toddler program.
- Investigate after school programs (i.e. clubs, activities, sports, etc.) for elementary aged children.

Phase III: 2010 – 2011

- Begin Middle School program
- Begin after school programming for elementary aged children.
- Foreign language program implemented for both Elementary and Middle School programs.

Phase IV: 2011-2012

- Separate Lower Elementary and Upper Elementary classrooms into two separate classrooms, each with a head teacher and assistant.
- Separate foreign language instruction for Lower Elementary, Upper Elementary and Middle School programs.

Staff:

Phase I: 2007-2008

- Increase pay rate to become highly competitive among Montessori schools north of Portland metro area. **COMPLETE**
- Implement newly designed pay scale. **COMPLETE**
- Implement more comprehensive health insurance plan. **COMPLETE**
- Increase hours for school Administrator. **COMPLETE**

Phase II: 2008-2009

- Increase hours for office Administrator
- Add full-time assistant to Elementary classroom.

Phase III: 2009-2010

- Assistants to receive health insurance benefit (i.e. company contribution).
- Increase hours for office Administrator.

Phase IV: 2010-2011

- Add retirement benefits, with school matching program.
- Full-time position for office Administrator.
- Hire new Upper Elementary teacher.

Finances:

Phase I: 2006-2007

- Establish Service Auction as second major fundraiser. **COMPLETE**

Phase II: 2007-2008

- 100% participation in the Annual Fund

Phase III: 2012

- Build cash reserve to \$75,000

Board:Phase I: 2006-2007

- Board participation in Community Meetings **COMPLETE**
- Increase communication to Board members, including all activities and school events. **IN PROCESS**

Phase II: 2008-2009

- Add 2 Board members to begin Development leadership

Phase III: 2010-2011

- Board to take ultimate leadership in Development

Enrollment:

- Our ultimate goal for total enrollment by 2012 is 112 – 48 primary, 48 elementary, 16 middle school (does not include parent/toddler)

10 Year Goals

- Highly competitive pay and benefit package for Montessori staff for the state of Maine.
- Build cash reserve to 4-6 months of operating expenses.
- Auditorium/community meeting space in planning stage
- Fully funded scholarship program/endowment – 15%