**BOARD MEETING AGENDA**

**Nov. 11, 2015 5:00 – 7:00 PM Syringa Mountain School**

Attending: Greg Bloomfield, Phoebe Pilaro, Bobbi Filbert, Randy Flood, Ben Rogers via phone

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| Agenda Item |  | Presenter | Topic |
| 1. Verse |  | *The heart of the Waldorf method is the conviction that education is an art-it must speak to the child’s experience. To educate the whole child, his heart and will must be reached as well as his mind. -Rudolf Steiner*  *Meeting called to order at 5:11pm* | |
| 1. Public Comment-3 minutes per person. Permission of the Chairman of the Board to speak. |  | Public | Comments |
| 1. Any Additions, Corrections, Modifications or Substitutions to the Current Agenda |  | Greg | **Task:**  None needed |
| 1. Consent agenda    1. Approval of Oct. 21, 2015 Board Meeting Minutes |  | Greg | **Decision –** *Minutes should be revised to be a bit more general, resent and then ask for approval at next meeting. Members prefer general discussion points and actions be presented.* |
| 1. Guest Consultant – Mark Waller (15 min) 2. Old Business    1. Report: Current Enrollment: 132 (down 3 students in October-    2. Business Manager Report       1. Financial Update       2. Current expenditures for board approval |  | Mark Waller  Svea  Sandy | **Presentation:** *Have spent past 30 years working with non-profits in Portland. Supportive of multiple education models. Couple suggestions:*   1. *First double or triple the size of our board and get into the resources available in Ketchum. Will be very difficult to make this sustainable in Hailey.* 2. *Think strategically - Try to build something up north or get board representation from the north.* 3. *Political leverage to try and get money from the county or state.*   ***How do we recruit those board members?***   * *Solve the problem of our location - should be closer or in Ketchum– it’s become such a center of high net worth, figure out the process of how to get those people involved. Often the toughest thing an org. needs to do. Build a network tree – have your elevator pitch down/ why you are important to the valley. Looking for wealth, wisdom & worth….* * *Capital Campaign consultants – have 50% of it in hand before you announce.* * *Need a list of 100 people in the next few weeks and have our plan down as to how to approach.* * *Our key asset is our students – figure out how to get the full payment from the state – absolutely imperative.* * *Capital campaign in the spring and bring in those top donors to design the project with us – buy – in. Have to make sure you are not destroying the Annual fund that you need to survive. Be strategic in the way this is designed.*   **Discussion: Creation of committees –**  ***1.*** *Board recruiting*  *2. Develop our pitch. Bring Ellie back in? In conversation with Helene and our mission statement needs to be very education specific but then we have a statement for PR campaigns etc.. Review our information that we received and worked through with Ellie in the summer.*  *Various pitches for different questions..*  *If we need more board members, do we need to increase the number of parents allowed on the board? Some parents identified as potential to serve for a year.*   * *The Board members need to look into the board regulations for non-profit boards. Idaho educational statutes will help inform that discussion as well as the State Charter Board. Greg will call our attorney regarding increasing our board size and parental percentage etc* * *Ideas of creation of : Ketchum Committee, PR Committee, board recruitment committee, Legislative committee* * ***Where do we want to take this? Committee Creation:***   + *Legislative Committee: Bobbi, Nancy Linscott, Julie*   + *Ketchum Think TankCommittee: Randy*   + *Elevator Speech refinement Committee – Mende, Svea, Helene*   + *Enrollment Committee? Sharon Dohse – may be willing to reach out to the Hispanic community….Molly McGalec (Julie suggested)? With BCSD willing to help, Phoebe would like to help with that…* * *More social media! Photo of the day – Svea will work on frequency – see if parents want to be involved.* * *Youtube video – short videos sent out ….could we find high schoolers to come and help with this - Jordan?* * *More press releases, send around media coverage to as many people as possible.*   **Report only**  **Report:** *Change in reporting structure to be consistent with state reporting. We can now put our financials into our reporting software. Will ask that board take a look at both documents and compare to become familiar with the adjusted layout. Going forward we will be using the grid format document. Sandy will review the SDE totals to confirm. Our funding based on many different factors that come from different grants and data that we provide the SDE. As we move forward with this reporting is to give us the cash flow. Good news - we allocated $12,500 for property taxes and $7000 for board training, and the property taxes have been forgiven for this year. Would like to transition from the detailed report to the larger print and then will give forecasted cash flows for 12 months. Sandy recommends not adding close the gap receivables as those are subject to variation***.** |
| 1. New Business    1. Development Director’s Update       1. Update on Harvest Cocktail Event    2. Board Calendar – Policy Review Calendar (see below)       1. November – Review and approve 3000 Policies    3. 7th Grade for 2016--17 |  | Helene  Mende  Phoebe | **Report:** ***Financial****: Ticket Sales - $4050, Auction Paddle & Donations - $49,335, Raffle, $5300*  *Total: $58,685*  *Messaging was great! Auction items could have been heavier, Thank you to all who jumped in to help make it successful!*  *Close the Gap: Total $43,375 so far. Out of 116 families, 39 have given 33%. Faculty and staff are almost at 100%.*  **Discussion:**  *Part time attendance: We are required by law to provide a dual enrollment option – but we have control over conditions. Students must be at grade level for example. No need to change the policy.*  *Dress Code: Changed language to be consistent in with our handbook and enrollment docs. Added the middle school dress code.*  *Cyberbullying policy: Added item #3 – rules apply even off campus.*  *Medication: Cleaned up language regarding school nurse as we don’t have one on campus daily.*  *Student Records - FERPA: Cleaned up language around language and will make sure it is in our handbook. Review and retention policy updated regarding retaining academic records.*  *Decision: Randy motioned to approve the board changes - Phoebe seconded. Motion passed.*  *Staff Devo/evaluations in process. Specials teachers have watched each main lesson, Class teachers now rotating and visiting their colleagues during lessons, Mende has been meeting with teachers regularly, will start teacher official evaluations…each staff meeting taking approx.. 30 min. with study – now with Positive Discipline. Randy would like teachers to know that they are our biggest asset. Would be great to have a board member come in person to staff meeting – 3-4:30.*  *Phoebe willing to host a holiday party!! Will give some dates for staff to choose from.*  **Initial Discussion:**   * *Pick a deadline for securing funding for a remodel for expansion into 7th grade* * *Could we still pursue charter school loans? Sill need a 3-5 year track record* * *Rough estimate of remodel? Depends on how we want to go about it – whole thing at one time or minimum that we need? Angie’s class is too large to fit into current 6th grade classroom. Probably not feasible to have all done by next year – can we look at just the minimum ? What is that exactly?* * *Strategically – do we want to stretch into another grade another year?* * *Plans/time for construction – is this feasible to renovate in 2.5 months?* * *Should we be focusing on our elementary classrooms instead?* * *Every Waldorf school experiences attrition at 6th grade – other competition, developmentally, parents get serious about academics, we are unknown commodity.* * *May make more sense to delay having a 7th grade for a year financially.* * *Feels like a time of forward movement with Helene coming on, board committee work forming.* * *Need to put this on the agenda for next month for a decision. Discussed timing of decision, information sharing with various grades.* |
| 1. Executive Session as Authorized by Idaho Code 67-2345b for personnel issues or other identified legitimate reasons as identified by Open Meeting Law if needed. |  | Only if needed | |
| 1. Next Board Meeting Date: Dec. 16, 2015 – 5pm |  | | |
| 1. Adjournment of Nov. 11, 2015 Board Meeting |  |  | *Phoebe motioned to adjourn meeting, Bobbi 2nd. All in favor. Adjourned 7:40pm* |

*\*Anyone wishing to address the Board must complete a “Request to Appear before the Board” form and submit to the Board chair prior the start of the board meeting. The Board will take public comment only at regular board meetings and only on matters scheduled on the agenda. Board work sessions do not include time for public comment. Each speaker will be limited to three (3) minutes. Total time allotted for public comment is at the discretion of the Board chair. Thank you for sharing your comments with us.* Legal Reference: I.C. Section 33-512(11) and section 67-2345.

*SMS Board Calendar 2015-16*

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| |  |  |  | | --- | --- | --- | | MONTH | DATE | Complte? | | JULY | 7/ | ongoing | | AUGUST |  |  | | SEPTEMBER | 9/16 | ongoing | | OCTOBER | 10/21 | complete | | NOVEMBER |  |  | | DECEMBER |  |  | | JANUARY |  |  | | FEBRUARY |  |  | | MARCH |  |  | | APRIL |  |  | | MAY |  |  | | JUNE |  |  | | |  | | --- | | agenda item | | strategic plan | | Board roles and committees reviewed/elected, Review audit results | | board self evaluation, GOAL Setting, Fundraising Plan | | review 2000 policies | | REview 3000 policies | | review 4000 policies | | review 5000 policies, Schedule Audit, DIRECTOR EVALUATION BEGINS | | review 7000 policies, review stratregic plan | | review 8000 policies, DIRECTOR EVALUATION | | review 9000 policies, STAFF HIRING | | monitor student achievement, review program, publish proposed budget | | Annual budget meeting, annual review of bylaws | |

**School Calendar:**

**November:**

Nov. 12 Lantern Walk KG-2nd Grade & families 5pm and Duvali celebration 6pm for 5th grade

**December:**

Dec. 11: Spiral Walk (K-3rd) with help from 6th.

**Dec. 16: SMS Board Meeting**

Dec. 21-Jan1: Winter Break

**January:**

SMS Art Display at Bigwood Cinema

Jan. 18:  MLK – no school

**Jan. 20: SMS Board Meeting**

Jan. 28 All School musical performance

Jan. 29: Report Cards out

**February:**

**Feb. 17: SMS Board Meeting**