**BOARD MEETING MINUTES**

**Apr.20, 2016 5:00 – 8:30 PM Syringa Mountain School**

**Facilitator/Time Keeper: Bobbi Filbert, Minutes: Svea Grover**

Attending: Board Members: Randy Flood, Greg Bloomfield, Jessica Banks, Stefanie O’Neill, Phoebe Pilaro, Amy Jonas, Ben Rogers via Skype, Bobbi Filbert

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| Agenda Item | Time | | Presenter | | | Topic |
| 1. Verse | **5:00** | *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* | | | | |
| 1. Public Comment-3 minutes per person. Permission of the Chairman of the Board to speak. |  | Public | | Julia Wilson - requested board consider matching funds for professional development. | | |
| 1. Any Additions, Corrections, Modifications or Substitutions to the Current Agenda |  | Greg | | Motion to approve consent agenda by Randy, 2nd, Stefanie. No discussion. All in favor – motion passes | | |
| 1. Consent agenda    1. Approval of March 14, 2016 board meeting minutes and April Work Sessions – April 6, 11, and 13th, 2016 |  | Greg | | Motion to approve consent agenda by Randy, 2nd, Stefanie. No discussion. All in favor – motion passes | | |
| 1. Old Business    1. Administrative Hiring Committee Update    2. Enrollment Update    3. Financial Update    4. 2nd floor remodel |  | Randy  Svea  Sandy  Svea | | **Update:** Much due diligence being conducted. Candidate #1 has been eliminated and they are following up with their 2nd and 3rd strong candidates. Thankful for Mary Gervase’s process and help. Would be nice to have new leader at the May 3rd work session, but that is unlikely. Bobbi asked about the conversation about using Mary Goral more as a Waldorf consultant since we are losing our only fully Waldorf trained teacher/ administrator. Feels we must make sure we have a consultant with this background.  **Update**: Current enrollment is strong. We currently have 109 confirmed to return, 4 undecided and 8 not returning for next year’s 1st-6th grades. We have had much interest with Initial Enrollment forms coming in frequently and parents taking advantage of the Tuesday Tours. Have 39 new enrollments forms to date. Will continue to promote enrollment through any means we can afford.  Amy suggested we hold more informational meetings in the public view. Jessica may be available to help in the evenings..for a talk. Use Parent education night May 19th to ask parent to bring a family, and focus on curriculum. Liked the curriculum through the grades….starting from KG…on up…invite the newly enrolled families. Would like to add a New Parent Ed night in June. Talk with teachers…couple minutes for each class – circle activity. Short intro by Mende about history of Waldorf.  Board would like more Parent education evenings next year – Ask teachers to hold at least two specific to each class next year.  **Update:** Sandy pointed out cash flow shortages coming up in the next months. Will receive state distribution 15 May – could run into timing problem with cash flow. - Randy presented check from Randy & VanDerMeulen Families of over $7500 to complete the matching grant request to receive the $10,000 from the Morrison Foundation. Greg feels we will clear more than $25,000 from the Hoedown event. After Hoedown, we will reassess the funds needed and Phoebe will loan difference needed until next payment is received. In the past we have received a large payment in July for the following year. That may or may not happen this year. Ben feels that the previous two payments had to do with us being a new school and then expanding a grade. Ben projects roughly a $120,000 payment in May.  Also not in budget is the Transformational Teaching For our June Teacher Training weeks…that contract to be discussed.  **Update:** Greg feels he will be bringing an option of buying the building with additional funding available to complete a remodel to the board in the near future. Board will table remodel discussion until we know more about the purchase option. | | |
| 1. New Business    1. 2016-17 Calendar Approval    2. After care for 2016-17    3. Training: dates/costs/modifications/questions for the future    4. 9000 Series Board Policies |  | Svea  Svea | | **Discussion/vote**: Svea presented results of parent and teacher survey along with state requirements of instructional hours and their recommendation. Results of surveys showed 65% preferred a post-Labor Day start and ending by early June. The question of 1 or two weeks spring break was exactly 50%-50%. Admin recommended beginning Sept. 6th, 1 week for Thanksgiving, 2 weeks for Winter Break, 1 week for Spring break and ending June 9th.  -Phoebe motioned to accept the proposed calendar – Bobbi 2nd. Motion passed with all in favor.  **Discussion/vote** : Sandy and Svea presented profit/loss information on the aftercare program this year. Currently the aftercare is held from 12:3-5:30pm daily. Income (and projected) from the program this year will total approx.. $22,500. Costs incurred will total $30,600 – with a net loss of $8,000. Although we value this program, it’s dedicated teachers and the convenience it provides our families, it is just not fiscally responsible to continue to operate at such a loss with our current financial status. Due to low enrollment and lack of payment from some families, staffing and admin costs of the program, Svea recommended we hold aftercare only until 2:45 for the 2016-17 school year.  Phoebe motioned that we hold aftercare only until 2:45. Randy seconded. All voted in favor – motion passed.  **Discussion/vote:** Teacher Training:  Mende’s voice recording and handouts. Mende presented various training options available to our staff and their associated costs. Although we highly value Dr. Goral and her team, Transformational Teaching currently is not accredited as a Public Waldorf teacher training. This means our staff could finish this training and not receive a recognizable certificate. Bobbi is feeling like without an accreditation, we need to negotiate this contract. Feel like we need a guarantee of accreditation. Randy would like to modify the agreement to insist on some guarantee of the certification. Board asked Greg to negotiate with this Mary.  **Discussion regarding who is required to attend SMS onsite trainings**: Board agreed that all salaried employees attend the onsite training as part of their contract. This includes any directors and special ed employees. Part-time staff - also mandatory attendance for anyone working with children. Part time staff will be paid their hourly rate to attend. Clerical staff is encouraged to attend parts of the training that could be beneficial to understanding our methods and will also be paid their hourly rate for attendance. This includes both summer training and any training during the school year.  **Discussion regarding funding additional week of teacher training:** The board discussed the request by Julia for additional training funds for all teachers – including Specials Teachers. Budget and training needs were discussed.  **Bobbi motioned** to provide a $500 stipend and strongly encourage all class, Special ed Dir. and specials teachers to attend an additional Waldorf training during the summer – for example the “Art of Teaching” for particular grades. The use of the funds must be approved by the Education Director by written request inclusive of benefits of the training and these funds will not accumulate from year to year.  Stefanie 2nd the motion. All in favor – motion passed.  Clarification: The board wanted to clarify that if a new teacher with no or very limited Waldorf experience was hired, they would pay for that teacher to attend the Art of Teaching at Rudolf Steiner College. Although the board understands the difficulty of teacher training during the school year, and due to the fact that we are already behind according to our Charter Document plan, they feel it is important to stay as much on schedule as possible and to incorporate 1 long weekend of training into the school year. **The proposed date is Sept. 29-30th, 2016**. Date contingent upon availability of Transformational Teaching.  Jessica recommends the Early Childhood Conference RS in November instead for KG.  Bobbi motioned to accept the 9000 board policies. Randy 2nd all in favor. Motioned passed. | | |
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| 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. | **Admin Team with Hiring /current part- time staff Recommendations. Jessica motioned to enter into executive session, Jessica approved. Roll Call: Jessica, yay, Phoebe yay, Randy yay, Bobbi yay, Stefanie yay, Amy yay, Greg yay, Ben yay.**  **Randy motioned to exit executive session, Stefanie approved. All in favor – motion passed. Executive session to continue at next board meeting. No motions were made.** | | | | | |
| 1. Adjournment of April. 20, 2016 Board Meeting 8:30pm 2. Next Board Meeting Date: May 25, 2016 5pm |  | | | |  |  |

*\*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.