

**Syringa Mountain School**  
**Board Meeting Minutes – 11/14/2022**

**APPROVED**

**Amendment Approved :5/16/23**

School Staff:

Christi Thompson-Director  
Shawn Meyers-Teacher Liaison  
Bette Reid-Business Manager  
Pat Owen- Teacher

Board Members:

Mike Allaire  
Sandi Viau  
Jennifer Barrett-Neet  
John Casey  
Sarah Seppa

Public attendance:

Nate Duncan  
Teal Duncan  
Michele Harris-Parent Council Liaison

5:30pm Time Quorum is present

- I. Public comment:
  - A. Nate Duncan
    1. Suggested to the board that the school invest in time to research and seek grants
      - a) Offer experience with educational institutions with grant support
- II. Consent agenda
  - A. Approval of 10/19/22 Board Meeting Minutes
    1. Sarah Seppa made a motion to approve, Sandi Viau seconded the motion- Minutes approved all in favor
  - B. Approval of 10/24/22 Work Session Minutes
    1. Sarah Seppa made a motion to approve, Sandi Viau seconded the motion- Minutes approved all in favor
  - C. Approve Elevator Service Contract
    1. Sandi Viau made a motion to approve, Sarah Seppa seconded the motion- Minutes approved all in favor
  - D. Monthly Payables
    1. Sandi Viau made a motion to approve, John Casey seconded the motion- Minutes approved all in favor
- III. Old Business
  - A. Financial Update
    1. Minutes were emailed by finance committee
      - a) Bette Reed has been notified that our foundation's payments may be lower because of enrollment and attendance. Will know more after the report
      - b) Potential Candidate was able to join committee meeting
      - c) Will need to budget for updated computer system
      - d) History of fundraisers were presented
      - e) Next meeting will be December 10, 2022
  - B. Teacher Update

1. 5th/6th class raised \$2,000 for their outdoor trip program
  2. 7th-8th will be making a windmill
  3. Lower grades preparing for the lantern walk
    - a) Sage school students have come to support Syringa student on Wednesday's
    - b) Teachers were videoed during their literacy to be sent to the SMART
  4. 3 new students
  5. Spiral walk needs garlands
  6. Some kids need better snow gear
- C. Parent Council update
1. Meeting minutes were added to board packet
  2. Parent Council would like to request that Dana Yeakel obtain access to the DL Evans online account so that she can stay current with PC budget and forecasting
  3. Would like to get a debit card to access funds
  4. Thank you to all parents who volunteered with the pie fundraiser
  5. Current fundraising
    - a) Annual Fund
      - (1) Carter Cox is getting ready to launch
      - (2) Board will oversee
        - (a) Chair will work with her
    - b) Syringas Sackless Lunch Day/Hot Lunch Fundraiser
      - (1) Provided by lenders
      - (2) To go to general outdoor education fund
    - c) The Papoose club holiday bizarre will be first week in december
      - (1) PC is working on craft nights to get materials to sell
    - d) Raffle prep will start December
      - (1) Will probably start in February/March
      - (2) Historically been in conjunction with the Hoe-down
  6. Provided grant updates to the WRWF
  7. Outreach for Handwork for younger grades in the morning
  8. Early out supported by the teachers to allow for families to access if needed
- D. Committee Updates
1. We have only had 1 person send a request to be on a committee
  2. Board/staff will outreach
  3. Parent Council will send names of people involved in years past
  4. When will the committee's meet?
    - a) Fundraising
    - b) Marketing/Enrollment
    - c) Finance
      - (1) Christi Thompson suggested moving doing a committee work session
- E. CIP - Continuous Improvement Plan
1. Will discuss at December Board Meeting
- IV. New Business
- A. Board Policies Update Release Fall 2022
    1. Will discuss at December Board Meeting
  - B. Board Meeting Proposal-back in person
    1. All board members agreed to move Board meetings to an in person meeting in the building at Syringa at 5:30 on the 3rd Wednesday of the Month.
  - C. Board Member Candidate Questionnaire
  - D. Proposal to Change December Board Meeting
    1. Dec. 14th 5:30-6
    2. Will add our committee work sessions in the building after our board meeting
- V. Executive time - In at 6:48pm
- A. Sandi Viau, Mike Allaire, Jennifer Barrett-Neet, Sarah Seppa, John Casey voted to go into executive session:

- B. Christi Thompson invited to join
- VI. Out of Executive Session and into regular session at 7:00 pm- adjourn at 7:00pm
  - A. Sarah Seppa makes a motion to adjourn, Sandi Viau seconded. All in favor, motion approved.