

Syringa Mountain School
Board Meeting Minutes – 12/13/2023

APPROVED

School Staff:

Christi Thompson-Director - Present
Janessa Corrao-Ball

Board Members:

Mike Allaire - Present
John Casey - Not Present
Sandi Viau- Present
Chris Alexander-Present
Jennifer Barrett-Neet - Present at 6:00pm
Sarah Seppa - Present

Public attendance:

Michelle Harris

5:37 pm Time Quorum is present

- I. Opening Circle
- II. Any Additions, Corrections, Modifications or Substitutions to the Current Agenda
Accepting a resignation today (under financial update)
- III. Public comment
 - A. No public attendance
- IV. Consent agenda
 1. All items listed are Action Items and the Board may approve all of the following items by a single motion or vote unless any member of the Board asks that an item be removed from the Consent Agenda for consideration under New Business. If an item is removed from consideration under the Consent Agenda and moved into New Business such items shall remain an Action Item for consideration of Board Approval.
 - a) Board Minutes:11/17/2023
 - b) Financials: November 2023

(1) Sandi Viau made a motion to approve the consent agenda, Sarah Seppa seconded. All in favor, motion approved.
- V. Old Business
 - A. Parent Council update
 1. See minutes:
<https://docs.google.com/document/d/1mTTdP1UICQMSV42Q2XnkgRW5d6SCAdtdW8W-Hf2cNxE/edit>
 2. <https://docs.google.com/document/d/1mTTdP1UICQMSV42Q2XnkgRW5d6SCAdtdW8W-Hf2cNxE/edit>
 3. Papoose Club fundraiser raised approximately \$2500 this year
 4. PC bylaws are updated on the website
 - B. Teacher Update
 1. Last week was the Spiral Walk - great turn out for choir and for each class
 2. Book Fair is happening currently
 3. Lower grades are working on literacy program new resources in grades 3-5
 - C. Financial Update
 1. Please see minutes:
 - a) <https://syringamountainschool.org/wp-content/uploads/2023-12-11-SMS-FC.docx.pdf>
 - a) <https://syringamountainschool.org/wp-content/uploads/2023-11-10-SMS-FC.pdf>

1. See October Financials:
<https://syringamountainschool.org/wp-content/uploads/FS-Cond-Oct-23updated.pdf>
2. See November Financials:
<https://syringamountainschool.org/wp-content/uploads/FS-Cond-Oct-23updated.pdf>
3. Sandi Viau is submitting her resignation from the board today. This will be her last meeting and the board thanks her for her years of service.
 - a) Sarah Seppa makes a motion to accept the resignation, Jennifer Barrett-Neet seconded, All in favor, motion approved.

D. Fundraising Update

1. Please see minutes:
https://docs.google.com/document/d/1hUD3foPv9PP9lqqUCGL-C45Ff_GqJriNWwydC4GmjUc/edit
https://docs.google.com/document/d/1hUD3foPv9PP9lqqUCGL-C45Ff_GqJriNWwydC4GmjUc/edit

E. Marketing/Enrollment Update

1. Please see brainstorming page:
<https://docs.google.com/document/d/1hxIRuZtrxF9cNTp7IO8JRkaVyTE3fNKzOrd1kXIKLkc/edit>
2. No meeting this month
1. Discussed a calendar, and we discussed adding things to the school calendar under color coded system to note what is marketing.
3. Annual fund drive starting off a little slow, also a way of marketing
4. Janessa will present to the Rotary Club as a marketing tool

F. Director Update

1. Please see document:
2. <https://docs.google.com/document/d/1Z4-TGA5AwQSxRh-kIir4Vt2G904DxKBjH5SjTw2TOc/edit>
3. <https://docs.google.com/document/d/1uRs5zpiBPNOeJ3cybM8a4EBNDjsRByqXNsS730HRiZw/edit>
4. The Elementary Strings program will extend their program through our middle school program for 7th and 8th graders.
5. The Guitar program is moving along smoothly
6. Risk Assessment
 - a) Will get back and will bring to board
 - b) Grant(s) may come through once our assessment comes forward

G. Board Policies 3000 Series Updates

1. Will revisit next month

H. Syringa Growth & Land Acquisition

1. https://docs.google.com/document/d/1kn8sQ2nADlBPQoL8cTAoqf88fCVLK_L1t2AVapGq9n0/edit
 - a) Still trying to make a connection
 - b) Will report back

VI. New Items

I. Action Item: Anti-Vaping Education:

- https://docs.google.com/document/d/1Sv2R-z-8Vp6qnytmZBTTks3e_cr9-C4qXsy2rizsh7Y/edit
1. The board would like to see the presentation.
 2. Will bring to January

J. Discussion Goals:

1. Board Goal:
<https://docs.google.com/document/d/1JHTwpuCvXyIUdef8RfkzGEkRvT4dDBOI54-yl6awN4/edit>
 - a. Safety grants are coming in and providing funding to support the safety
 - b. Annual fund grant and board will push on social
 - i. Next year, maybe will be brought to the board as a work session
2. Have a board retreat next year

K. Standard collection of Eval forms for SMS

1. New policy that will collect past evals.

VII. Next Board Meeting Date: January 17th, 2023

Adjourn meeting at 7:33 pm

A. Sarah Seppa made a motion to adjourn the meeting, Jennifer Barrett-Neet seconded. All in favor, motion approved.