

# Syringa Mountain School

## Board Meeting Minutes – 2/22/2017

Meeting Called to Order by Randy Flood at 5:20pm. Board Members Present: Randy Flood, Tenaya Kolar, Angi Hunter, Amy Jonas. Non Board Members: Christine Fonner, Sandy Kelly.

Public Comments: n/a

Add to New Business - Waldorf convention and Approval for \$800 flood certificate for USDA loan  
Motion to approve: Tenaya (TK) / Second: Angi (AH) - All in favor (AIF) all yes

Approval of January minutes: motion - TK, second AH. AIF yes.

Director report - Christine (CF)

Status of the Panorama Survey - has been delayed due to capacity issues. Parent Circle mentioned they would help but CF has received no response on her follow up. Needs distributed by April. Amy (AJ) to draft initial questions and board and CF can review and add/edit draft.

Randy (RF) asked for clarification on the certification for all teachers. SMS had a grace period where there could be exceptions. That time is up. All must be certified including PT.

Kinder open house last week went well. 16 interested and 7 enrollment forms have been turned in.

Tenaya (TK) had a question about the scores reported in CF director report. CF clarified that the scores drop on the tests after kinder because students come in with some literacy knowledge and due to our teaching methodology the scores drop slightly because we do not heavily focus on phonics development to Common Core standard in kinder. Based on the other 34 public Waldorf schools in other states, we would project to see scores between 2.0 and 2.2, increasing each year.

Construction Update - RF

USDA meeting on Friday 2/17/17 set a closing date of 3/7/17. After this loan closes we can bid out the elevator, payoff short term debts and continue to work on upstairs projections. Music is not projected to move upstairs until summer or after. TK requested to be on the building committee.

USDA loan update - RF

Close should happen 3/7/17 assuming the requested items get returned in time. If not, 3/7/17 is the backup. DL Evans needs signers and letter confirming board members.

Financial update - Sandy (SK)

Per the bank, need confirmation of Secretary and Treasurer and other items listed below:

-Board member to approve limits

-Signers for the three bank accounts: USDA, Operating and Parent Council (Circle)  
USDA loan would give us \$115k toward capital improvements and that would immediately go to paying off that same amount in total loans used towards capital improvements.

Discussion around Tenaya taking an interim Treasurer position. SK assured TK that the only assets currently are the improvements to the building. TK agreed to interim position as long as SK keeps primarily financial reporting role.

Motions for bank deliverables:

1. Tenaya Kohlar as Treasurer: motion - Angi Hunter, second Amy Jonas. All in Favor: yes.
2. Angi Hunter as Secretary: motion - Tenaya Kolar, second Amy Jonas. All in Favor yes.
3. Letter of current board members is correct with removal of Amy Schlatter (non-voting teacher liaison)
4. Randy Flood for Signing limits: motion - Angi Hunter, second Tenaya Kolar. All in Favor: yes.
5. Signing authorization USDA account Christine Fonner, Kristin Funk, Randy Flood: motion - Angi Hunter, second - Tenaya Kolar. All In Favor: yes.  
Signing authorization Operating account - Christine Fonner, Kristin Funk, Randy Flood: motion - Tenaya Kolar, second - Amy Jonas. All in Favor yes.  
Signing authorization Parent Council account Ginger Ferries, Angi Hunter - no change, as is.
6. Online viewing of statements USDA account Christine Fonner, Sandy Kelly, Randy Flood: motion - Angi Hunter, second - Tenaya Kolar. All in Favor: yes.  
Online viewing of statements Operating account Christine Fonner, Sandy Kelly, Randy Flood: motion - Angi Hunter, second - Tenaya Kolar. All in Favor: yes.  
Online viewing of statements Parent Council account: Christine Fonner, Sandy Kelly, Randy Flood: motion - Tenaya Kolar,, second - Angi Hunter. All in Favor: yes.

All motions give access to the identified individuals on each account. None of these motions were opposed.

Fundraising Updates - TK

CF mentioned we received 5 close the gap (CTG) recurring payment forms since last week's parent ed night. We also received a \$500 one time CTG donation.

TK will have a draft of another email by Friday to go out early next week from CF. We realize that \$100k parent ask is big but every amount received will count toward our much needed goal.

Parent Council Update – TK

Parent Circle is focusing on the spring Hoe Down. They are trying to get raffle tickets out before spring break. Hoe Down is 4/29/17. CF requested we get a flyer out so that it can go in the next SMS newsletter that drops 3/7/17. TK and AH said they will follow up with Janet.

Teacher Update - Amy S. not in meeting. CF mentioned that we should rotate another teacher in as they only committed to being on the board for one quarter. CF and teachers have started next year discussions. The professional day last Friday was good in that it was evident that teachers are pulling together and the next step of understanding the big picture is falling into place.

#### Board Recruitment - RF

We didn't receive a call back from Greg T. Although Don Samas has a wealth of experience and creativity around building management and improvement, it isn't clear about his interest. TK expressed that we should continue reaching out selectively. AH noticed an article about the Hailey library's search for members. The group declined that approach to searching. TK is meeting with executive director from Swiftsure Ranch soon for mentorship.

#### Enrollment/Marketing Committee Update - CF

Creating the Open House space for 3/1/17 is the focus. Spanish radio ads are running on Sunday. TK asked CF for what the open house will look like. There were suggestions for music and students speaking to be incorporated.

#### New Business

##### Approve staffing budget - CF

Requesting the final dollar amount approved so she can begin conversations with staff. RF not comfortable with any deficit greater than \$150k. Tabled to executive session for more information.

##### Occupational Therapist contract - CF

OT Service Provision is required per State and Federal IDEA Law. Prior vendor is no longer available to provide services. A search was conducted to replace our OT contract provider. One contractor organization is able to fulfill our current needs. Presence Learning saves \$4k annually compared to prior vendor. \$8,300 for the current school year. 10 students on contract and 50 sessions need completed by year end. Board asked for more info that is shared in executive session. Tabled.

##### 2017-18 School Calendar - CF

Proposed small changes. After Labor Day start. One fall parent ed night may be changed or cancelled. Motion to approve the calendar - TK, second - AH. AIF yes. None opposed.

##### Dr. Goral Summer Training - CF

\$18k for a two week session. Teachers voted 9 for and 7 for the two weeks. The 7 against wanted only one week. Two weeks of training gets them back on their certification track. CF concerns: 1) as an administrator, at the end of 5 years and \$100k, the teachers may still not have a "Public Waldorf" certificate, and 2) 7 who voted against 2 weeks are the skeptical teachers. She would make it mandatory if they go with two weeks. RF mentioned the grade-specific training. Only Kirsten Kolkman conflicts and she could be excused per CF. \$500 stipend in budget for travel trainings. BOD is tabling this discussion to the 3/1 work session.

##### Board policy review - AH

Motion to approve 5000 review - TK, second - AJ. AIF yes.

Tabling 7000 and 8000 series review to next meeting.

CF mentioned work sessions will also need agendas and meeting minutes when there is quorum.

##### Flood certificate - RF

Request for \$800 for USDA loan flood certificate

Motion to approve - TK, second - AJ. AIF yes. None opposed.

Executive Session - Roll call in 7:02 pm: Randy Flood, Tenaya Kolar, Amy Jonas, Angi Hunter. Roll call out 7:50pm: Randy Flood, Tenaya Kolar, Amy Jonas, Angi Hunter.

Open items:

Revisit OT contract approval - CF

Motion to approve the \$8,300 - TK, second - AJ. AIF yes. None opposed.

SK motion for Jan expenses to go to website - TK approved, AH - second. AIF yes.

Staffing budget proposal should only include \$150k from our local fundraising efforts (gala, hoe down, bod contributions, close the gap). CF will revise proposal and we can meet to discuss at her request, when needed.

Meeting Adjourned at 7:54pm