

Syringa Mountain School

Board Meeting Minutes – 06-21-17

Attending:

Randy Flood
Angi Hunter
Amy Schlatter
Tenaya Kolar
Kristin Funk
Chritsi Thompson
Sandy Kelly

Meeting Called to Order by Randy Flood at 5:09pm. Board Members Present: Randy Flood (RF), Tenaya Kolar (TK), Angi Hunter (AH), Non Board Members: See list above

- I. Opening circle
- II. Any additions - none
- III. Public comment - none
- IV. New board member discussion - RF - finance area, Sarah Dorland (in Europe currently). Al Stevenson - no. Tim Price - maybe in the future.
- V. Insurance proposal - skip for the moment M Sandoz hasn't arrived yet. M Sandoz arrived at 530pm presented options for minimizing yearly increase in ins coverage. Requested BOD signs request letter of record to be our school's agent so she can gather current info to make proposal more accurate. RF requested we wait one more meeting cycle until July to determine if we will switch providers and ins company.
- VI. Approval of Employee contracts - TK made a motion to change item 9 in the current contract. Current verbiage states teachers are required to be in a Waldorf Teacher Training Program. Amend to change "required" to "it is preferred". AH - 2nd; AIF none opposed. MOTION: TK made a motion to accept the 2017/18 school year contracts that have been received (missing A. Grant). AH - 2nd; AIF - none opposed.
- VII. VII. Consent agenda - approval of May 24th, 2017 BOD WS minutes MOTION: TK - motion to approve the minutes; AH - 2nd; no discussion, AIF, none opposed
- VIII. Leadership Report - none available C. Fonner not in attendance
- IX. Old Business -
 - A. SK see current budget v7.0; about \$5k monthly in close the gap donations continuing through Aug.
 - B. fundraising - n/a (see summer fundraising in new business)
 - C. PC update - G Ferries searching for co-chair and PC had some questions about their role in the pillars model.
 - D. Teacher update - getting ready for trainings this summer.
 - E. Current enrollment - 140 students; CT and KF to confirm how recent these counts are. BOD to send out letter announcing C Fonner resignation tomorrow.

- F. Approval of FY2018 budget hearing - discussion - teachers are ok with not adopting powerschool. MOTION: TK made a motion to adopt budget v7 with the total revenue all (\$1,595,758) and total expense budget all \$1,595,758 and net profit/loss = \$0 and close the gap \$238,545 with the following amendments: 1) deficit \$230,500 2) substitute salaries (\$5500 buffer) 3) teacher salaries 4) admin tech license (school dex) 5) breakout what is repair/maintenance + capital improvements for presentation purposes only. AH - 2nd, AIF, none opposed. After executive session an additional motion and amendment was made to add the following: increase maintenance from \$18/ hour to \$20/hour and from 5 hours to 6 hours. Also increase grade 1 teacher sal schedule to correctly align with pay scale. TK made amended motion; AH - 2nd. AIF, none opposed.
- X. New Business
- A. Summer fundraising committee - accepting garage sale donations; need volunteer help to set up and run the sale; TK sent out email. Farmer's market idea and cocktail hour with C Loving
- B. SK need 3 signers on each account; need new signer to replace C Fonner. MOTION: AH made motion to 1) remove C Fonner from USDA and Operating accounts 2) Add Tenaya Kolar to USDA loan account 3) Add Amy Schlatter to Operating account. K Funk and R Flood stay on all accounts. TK - 2nd the motion. AIF, none opposed. S Kelly also mentioned we need to close the C Fonner credit cards and get a new card for K Funk. MOTION: AH made motion to cancel C Fonner cards and give Kristin Funk a school credit card. TK 2nd. AIF, none opposed.
- C. Personnel / Hiring committee - KF updated on openings and applicants. MOTION: TK made a motion for 6th grade opening hiring committee: 2 teachers, 2 parents, 1 admin. AH 2nd - AIF, none opposed. MOTION: TK made motion to create Director of Admin hiring committee: 2 teachers, 2 parents, 2 BOD and 1 admin. AH 2nd, AIF, none opposed. MOTION: TK made motion to approve the personnel committee policy with the following verbiage: "Members of the 2017-2018 Personnel committee: Kristin Funk, Angie Grant, Shannon Connauton, Kelly Siemon, Mandy Palan. The following are policy/procedures that the Personnel Committee would like the SMS Board to consider adopting as we transfer into a new governance model. Committee Member Requirements: Personnel Committee members must have at least 80 hours of Waldorf Training, must be a full-time employee of Syringa Mountain School for at a minimum of one year and must commit to serving on the committee for a complete school year. In the event that a position opens where the committee needs expertise in a specific area, an interim member will be included until the position is filled. This interim member does not have to qualify under the requirements mentioned above. Committee Recommendations for the renewal, opening, filling positions at SMS. In the event that an employee is hired to fill a vacancy, at the discretion of personnel committee, after the school year has begun, the employee hired will be considered a temporary vacancy fulfillment and must re-apply for the position hired the following school year. Terms: Contracts are reviewed annually for renewal eligibility. Certified Teachers that receive Satisfactory or above on all sections of the Danielson Framework or current State of Idaho annual teacher evaluation model would be eligible for contract roll-over to the following school year stipulating that the position is available and vacant. Staff members impacted by an elimination of a position or downsizing of the organization's staffing are eligible for "priority status" and would be considered for positions that come available that staff member may be qualified to fill. All contracts must be accepted and signed annually within ten (10) days of receipt of the contract to confirm the

position for the contracted school year. A position will be filled internally is a downsized staff member is qualified to fulfill the position and the committee would like to move forward with interviewing the internal candidate only. A position will be open to the market and external/internal candidates can apply if there is not an internal candidate available or the committee votes to open the position externally. Then candidate can apply and be reviewed by full committee process. Education teams within SMS will be reviewed each contract year to ensure a positive dynamic between the two parties."

731pm Executive session - roll call in: TK, AH, RF

Roll call out 822pm TK, AH, RF

MOTION: AH - motion for Treasurer to work with Mike Schlatter to create finance committee. TK - 2nd, AIF, none opposed.

Meeting adjourned 825pm