**BOARD MEETING AGENDA**

**Oct. 21, 2015 5:00 – 7:00 PM Syringa Mountain School**

**Attending:**

Greg Bloomfield, Board Chair

Phoebe Pilaro, Vice Chair

Ben Rogers, Board Treasurer (via Skype)

Bobbi Filbert, Parent Council Chair

Randy Flood,

Also in attendance:

Director, Pedagogical/Curriculum Director, Mende Coblentz

Helene Mengert

Christy Van Der Hulen- public

Julie Evans, SPED

Kelly Sieman, After Care

Sandy Kelly, Financial Director

The meeting was called to order at 5:06 pm on October 21, 2015

1. Verse

*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.
2. No Public Comment
3. Any Additions, Corrections, Modifications or Substitutions to the Current Agenda
4. Consent agenda

Approval of Sept. 19, 2015 Board Meeting Minutes

Phoebe motioned to approve

Randy 2nd

All in Favor

1. Old Business
	1. Financial Audit due Oct. 15th

Sandy and Ben: All Board members have received a copy of the audit.

It has been sent for approval.

Most is required verbiage. 1st year so revenue and expenses. $35, 000 in the hole. Can contribute to being a new school. Two loans were taken out and both were paid back. Sandy isn’t sure if 1st was paid 1st fiscal year and 2nd this fiscal year. Sandy will verify. Year one Faculty contracts were structured so that they weren’t paid through the summer. This year they will be paid every month.

Need approval from the board on what should be published in the paper. Bobbi would like to adjust that announcement that we do not receive tax dollars.

Sandy will check with state to see what flexibility we have in that area.

Greg- Motion to approve Exhibit A. of the format that the footnote be added/noted philanthropy under local revenue.

Randy- 2nd

All in favor and approved.

Regarding budget and expenses – There are 2 formats. This is general information and in the email you received shows actual vendors.

Sandy- under “actuals”. The system doesn’t show the checks for payroll- it’s around $70k/mo- net pay checks, payroll taxes, medical and persi. Payroll is archived somewhere else.

Sandy- the auditor from the state did offer info for a grant that we can apply for $100,000

And another called Rural Development? The deadline is June. Sandy was asked to see if there is a way to receive those moneys for this year.

Property Tax Meeting – Nov. 3rd. Greg and Sandy will attend.

1. Business Manager Report
	1. Current expenditures
	2. Financial Update
2. New Business
	1. Development Director’s Update
		1. Update on Harvest Cocktail Event & board efforts regarding invite list

We have raised $37K +. 31 Families have given. We need to push the cocktail party and raffle tickets. Phoebe has personally sent out over 100 invites.

Discussion regarding ways to generate more funding:

* Randy suggested asking 30 people to give 1,000.
* Suggested we use Excel as data base for contacts for mailers, emails, phone, etc. for community contacts, and giving history. Greg reminded we are currently paying for donor software – Randy believes Excel would be a better method of data collection. He suggested he and Helene once a week to get this going and building a list of people we should be in front of.
* Will decide if we are not needing the donor perfect program and stop paying – Svea will collaborate with Helen.
	1. Funding- Mende reported we just completed assessing all KG -3rd graders using the state mandated IRI tool. We have several students that qualify for Extended Reading intervention. This year we must develop this program and have those students participate. We will not receive funding this year for the additional instructional time, but will next year. Funding cycle in June or July based upon students’s needs the previous year. Estimating approx.. $1200 per student or around $40,000. The program has to be seen as supplementary.

How does this fit into our curriculum?

Mende- 1) during the day 2)extended day program 3)create a program at the end of the day that becomes a summer program. So really it’s the one of the 1st two. ½ hour at the end of each day we can meet it. We are already using current staff for support. Funding will come in at the end of the year. Meticulous and precise how you track. She will monthly track the student’s progress. 3rd grade is in great shape. 2nd and 4th need a lot of support. Not going to worry about KG and 1st just tracking in January. Huge opportunity we won’t miss out on this year. Will talk to the state about late submission. Laying groundwork regardless

* 1. Extended Day Program

Mende- Not a profit making venture. Kelly will give you more info. By law those that require an aid for an AC program we have to have appropriate accommodations. We have limited income and staffing to meet those accommodations. We have to be very careful if we can’t accommodate a child. Which would be very involved.

Kelly- it’s breaking even right now. It serves a great need. A huge disservice to our working families and they would have to go to the BCRD.

Mende- all for AC the SPED is a learning curve for all of us- that being said we have lost this family this year because it isn’t affordable. Please consider: Becoming an ICCP Provider. For low income families. We already have many of the requirements. Most of our staff meets the qualifications. We would at least get some %. And we would be paid monthly for the students. Staff and prices responsibility of SMS to set. Provide a report monthly. Could have it up and going by January.

Kelly- I would like to invite Alturas because they don’t have a program other than 3rd grade.

Greg- I think we need to keep it. How much reporting is involved? Would prefer to keep it to SMS and then once working well, offer to other schools.

Mende- Not sure of man hours involved but once a month.

Svea- how do we support a SPED student through the program?

Mende- Yes, ICCP can cover the SPED students too.

Mende- we need to make sure we have a clear policy on what is unreasonable accommodations. Board asked that Mende draft a policy. Before that can be done, Mende needs from the board a number that the

Bobbi- You need to draft a policy and a recommendation to the board?

Mende- what I need from you is numbers, what it means in dollars.

Bobbi- I’m not sure what you need.

Mende- let’s let Julie talk

Julie- Gave background on Social Programs and Higher Ground. Explained issues with current students and the benefits of those kids working with social worker. Some pro-bono, special cases $25/hr. All programs take place during the day. Almost all schools use the Medicaid program to supplement these programs/students. 24 students with Special Needs. Explained both programs (504 and IEP). Not for or against the AC program. I’m often asked if those needs can be met in an AC program. We are required by law to provide that.

Julie- to finish up. Programs are becoming more diverse this year. Students have to be eligible for Medicaid. And has to be on an IEP. We currently have 2 that qualify for Medicaid. Will go after every Medicaid dollar I can but these have to be budgeted for. And the AC will need to bring in someone that would be $24/hr. Need to budget for what could be coming.

Kelly- LLC

Julie- Maybe?

Mende- If it’s on our site we have to.

Phoebe- but if an ICCP we would be reimbursed?

Mende- possibly

Mende- What would be proper staffing for this year?

Julie- 2 full time Paras. Next year?

Bobbi- let’s not go into next year. Do we go through the licensing program? We don’t have a policy?

Mende- is the board willing to fund?

Bobbi- if we stick with the program and do the licensing- either we offer the program and provide everything required by law but if too costly, not opened to others, and then reevaluate, if it’s not cost effective.

Mende- How much are you willing to subsidize?

Bobbi- monthly evaluate if we are breaking even. If it’s going south then…

Phoebe motioned to continue the AC program, apply to ICCP and monitor its effect monthly

Bobbi-2nd

All in favor

* 1. Special Ed: - Potential funding needs -see above.
	2. Board Calendar – Policy Review Calendar (see below)

October: Review and approve 2000 Policies

Greg – motioned to approve

Bobbi- 2nd

All in favor

* + 1. November – Review and approve 3000 Policies
	1. BCSD Collaboration effort - legislative Action committee formation
	2. Greg has been SMS liason. Expressed that they are requiring much documentation.

Sounded more like we should change state law. In general feeling like reaching out to other schools and the state level to try and have laws changed may be a better use of time.

Greg-would like to propose a legislative action committee and who would like to serve.

Using Stabilization Values to collect school revenue from tax payers. The legislature hasn’t approved and it slid away. We’ll do some more research.

Mende- would like a testing unit if we pursue with the legislative action.

Greg- motioned to form a committee

Randy-2nd

All in Favor

Bobbi- Has ideas on improving how the Board Meetings are run. Time frames for topics and be facilitated.

Need the agenda more than a day before.

1. Executive Session as Authorized by Idaho Code 67-2345b for personnel issues or other identified legitimate reasons as identified by Open Meeting Law.
2. Next Board Meeting Date: Nov. 18, 2015 – 5pm
3. Adjournment of Oct. 21, 2015 Board Meeting By Greg, 2nd Bobbi, All in Favor

*\*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.

SMS BOARD calendar 2015-16

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| MONTH | DATE  | Complte? |
| JULY | 7/ | ongoing |
| AUGUST |  |  |
| SEPTEMBER | 9/16 | ongoing |
| OCTOBER |  |  |
| NOVEMBER |  |  |
| DECEMBER |  |  |
| JANUARY |  |  |
| FEBRUARY |  |  |
| MARCH |  |  |
| APRIL |  |  |
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| JUNE |  |  |

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| agenda item |
| strategic plan |
| Board roles and committees reviewed/elected, Review audit results |
| board self evaluation, GOAL Setting, Fundraising Plan |
| review 2000 policies |
| REview 3000 policies |
| review 4000 policies |
| review 5000 policies, Schedule Audit, DIRECTOR EVALUATION BEGINS |
| review 7000 policies, review stratregic plan |
| review 8000 policies, DIRECTOR EVALUATION |
| review 9000 policies, STAFF HIRING |
|  monitor student achievement, review program, publish proposed budget |
| Annual budget meeting, annual review of bylaws |

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**Current Enrolment Numbers:**

**KG – 13, 1st – 24, 2nd – 18, 3rd – 21, 4th – 23, 5th – 23, 6th – 14 Total: 136 (increase of 1) (budgeted for 145)**