

Approved 12/13/17

MINUTES
VSWEA BOARD OF DIRECTORS MEETING
WEDNESDAY NOVEMBER 15TH, 2017
ENGLISH ROOM, DESERT MARIGOLD HIGH SCHOOL

MEMBERS PRESENT:

Jimmy Wahbeh - President	Chris Allen
Juli Curtin - Secretary	Lorie Miller
Clayton Hopkins - Treasurer	Dru Smith Crain
Jessica Jarrett.	Heather Huentelman

The President, Treasurer and Secretary were present and a quorum was reached.

GUESTS:

Charlie Burkam - Executive Director
Michael Martin - HS Administrator
Anthony Converti
Amy Setsoafia

OPENING VERSE

Meeting was called to order at 6.36pm

INTRODUCTIONS - all present knew one another.

MINUTES

MOTION to approve minutes from 10/25/17 Regular meeting - Heather, 2nd - Dru, no discussion, VOTE: 6/0/2

PUBLIC COMMENT - none at this time.

BUDGET AND FINANCE - Clayton Hopkins

Fiscal Oct 2017 numbers were distributed in advance for review.

Net Profit \$108,216. \$52.040 to budget

Cash on Hand \$107,930. 13 days restricted / 10 days restricted

Charter Enrollment 321. 7.5 to budget / no change from last month

Private Program Enrollment (FTE) 22.2. -6.8 to budget / +1.2 from last month.

Cash Flow Projection 2017/2018 was distributed for review and discussion. The goal is to update the document and present it at each Board meeting.

Request for Proposals for School Audit document was also shared.

The audit is now complete.

The current Financial Oversight Policies document was reviewed. Charlie and Clayton will work on suggested revisions over the next couple of weeks and present at the December Board meeting.

DIRECTORS' REPORT - Charlie Burkam

Report was received in advance for review.

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Topics covered - Self-Study & Service Mark Process / Manual and Procedures / DMS Budget - Staff Funding / High School / Student Support Services / Curriculum & Instruction / Operations - Maintenance/Grounds/Buildings/Open Enrollment / Development

The 3 Primary Action Points from the Self-Study Report submission was reviewed and discussed. Dru suggested that we look at adding a Process Coach, through a rotation of Board members throughout the meetings, to aid in ensuring that the Code of Conduct, etc is adhered to during each meeting.

Dru will send to all Board members suggestions on this process for further discussion at the December Board meeting.

High School - Michael Martin

Michael gave his annual HS presentation on the State of DMHS and reviewed and shared several topics. The sustainability efforts and tower gardens (Lowe's grant project) were reviewed.

8th grade have been introduced to the HS programs, this continues through the rest of the year. 8th grade students have begun their shadow days with the Freshmen class.

World of Difference - No Place for Hate program was shared. Peer leadership presentations have begun as of today for the 7th and 8th grades.

Cards to and from all 100 Waldorf schools are being artistically created to be mailed to all Waldorf schools around the world. A weather proof display will be created on the side of the barn.

PSAT - DMHS has become an official site to administer this test. We are working on obtaining the approval to administer the SAT and ACT tests at DMHS as well.

All HS trip - went to Prescott/Arcosanti/Prescott College in September. Next year's trip will be to NAU. 7 period daily schedule has been implemented with the start of the school year.

HS staffing adjustments occurred at the start of the year and have transitioned well. New Ceramics teacher - Adrienne Keiley joined us at the start of the year. Linda Roessler also joined us in advanced math and science classes.

28 teachers make up our HS faculty this year. 6 are new this year, 22 are returning.

70 students total in our HS this year. Potentially adding new students at the holiday break.

Community Service Work Week for all HS grades will run next week Mon-Wed.

11th grade Dante Night is tmw night.

Withdrawals report was shown and reviewed.

PRIVATE EC ENROLLMENT SURVEY

Results were shown by slide and reviewed. This survey will be sent out again to parents, timing to be determined, possibly quarterly.

SITE

Plan for replacement of metalwork shop. Considering a shipping container, or possibly creating shade over the existing slab. Site Committee will have another meeting after thanksgiving to determine best next steps.

Lorie exited the meeting at 8.11pm

Lorie returned at 8.13pm

PERSONNEL POLICIES

Proposed Amendments-

7.75 (7.62) Non-School Employment of Staff Members - discussion around the proposal and suggestions were made for additional edits. This proposal will be reviewed and amended again.

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7.53 Trial & Probationary Periods. – discussion occurred around the proposal, suggestions were given on different language. This proposal will be reviewed and amended again.

These policy amendments will come back to the December Board meeting for review and approval.

Charlie is looking for a working group to review Personnel Policies. Jessica volunteered to help starting in January.

ACTION ITEMS

Determination on Executive Director's Request for Non-School Employment. Discussion occurred. We received from the Executive Director advice of outside employment. The Board acknowledges this proposal and requests that if there are any conflicts of interest with DMS, other than those already disclosed, that they are brought to the Board at the next subsequent Board meeting.

BOARD ELECTIONS

Consideration and possible action for Board Member Term Renewals - Heather Huentelman, Lorie Miller, Chris Allen

MOTION - to renew Heather Huentelman board membership - Juli, 2nd - Lorie, no discussion, VOTE: 7/0/1

Lorie has chosen to not renew her Board membership at this time to focus on the HS and the drama performance. The Board thanked Lorie for her service and all that she has done for the Board.

Chris has chosen to not renew his Board membership at this time. The Board thanked Chris for his service to the Board and all that he's done for the Board.

Consideration and possible action for Officers Yearly Elections - Juli Curtin, Jimmy Wahbeh, Clayton Hopkins.

MOTION - to renew Juli Curtin as Board Secretary - Jessica, 2nd - Heather. The Board thanked Juli for her continued service to the Board. VOTE: 7/0/1

MOTION - to renew Clayton Hopkins as Treasurer - Heather, 2nd – Jessica. Clayton was thanked for what he's brought to this role on the Board this past year. VOTE: 7/0/1.

MOTION - to renew Jimmy Wahbeh at Board President - Heather, 2nd - Dru. Jimmy was thanked for his continued dedication and commitment to the school and to the board. VOTE: 7/0/1

ANNOUNCEMENTS

HS Work Week next week.

Dante Night - 11th grade next Tuesday

EC play structure to be assembled on 1/6

Advent Spiral 12/2

MOTION - to adjourn the meeting - Heather, 2nd - Clayton, no discussion, VOTE: 8/0/0

CLOSING VERSE

Meeting was adjourned at 9pm

Prepared by Juli Curtin 11/15/17

Edited by Juli Curtin 11/17/17