

Unapproved

MINUTES
VSWEA BOARD OF DIRECTORS MEETING
MARCH 28th, 2018
ENGLISH ROOM, DESERT MARIGOLD HIGH SCHOOL

MEMBERS PRESENT:

Jimmy Wahbeh - President - via conference	Jessica Jarrett
Clayton Hopkins - Treasurer	Heather Huentelman
Juli Curtin - Secretary	Dru Smith Crain - via conference

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

GUESTS:

Charlie Burkam - Executive Director
Jennifer O'Connell - Director of Operations
Laura Alvarado Coady - Director of Student Support Services
Pax Piper - Director of Curriculum
Jean Falconburg
Amy Setsoafia
Josh Maule
Kent Tucker

OPENING VERSE / INTRODUCTIONS

Meeting was called to order at 6.32pm. Introductions occurred and meeting protocol reviewed.

MINUTES

MOTION - to approve minutes from 2/21/18 Regular meeting - Jessica, 2nd - Heather, no discussion,
VOTE: 4/0/2

PUBLIC COMMENT

None at this time.

BUDGET & FINANCE - Clayton Hopkins

Fiscal financial February 2018 numbers were distributed in advance for review.

Net Profit \$194,128 / \$98,980 to budget

Cash On Hand \$146,274 / 18 days unrestricted / 12 days restricted

Charter Enrollment 314.5 / 1 to budget / -2 from last month

Private Program Enrollment FTE 23.2 / 1.6 decrease from December.

IDEA funding budget was \$55,000, but we will receive \$35,000 due to recalculation of distribution, stemming from a Federal Government review.

Thank you to the families that have given so generously this year.

Annual Giving campaign is \$7000 over goal.

Tax Credit big push now.

Reviewed Consultation on Budgeting Enrollment Levels document.

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DIRECTORS' REPORT

Report was distributed in advance for review.

Topics covered - DMS Budget and Finances / Enrollment / Fundraising Update / Operations / Alliance Membership & Service Mark Process / Staffing & Benefits / Student Support Services / High School
The goal is to receive the service mark sometime in April.

One High School teacher, one grades teacher and one EC teacher are not returning next year.

Parent/Child group will return next year.

403b program meetings occurred today with all faculty/staff interested.

Review of New Volunteer Platform was presented. Software program costs just under \$1000 per year.

PERSONNEL POLICIES

Request to table the Personnel Policy revision to the April meeting.

Meeting with Charlie to review and discuss further on April 11th @ 5pm.

403(b) Plan — approval of Compliant Plan

MOTION – The undersigned authorized representative of Valley of the Sun Waldorf Education Association dba Desert Marigold School (the Employer) hereby certifies that the following resolutions were duly adopted by the Employer on the date specified below, and that such resolutions have not been modified or rescinded as of the signature date below:

RESOLVED, that the form of amended 403(b) Plan effective July 1, 2008, presented to this meeting is hereby approved and adopted and that an authorize representative of the Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

The undersigned further certifies that attached hereto is a true copy of the Desert Marigold 403(b) Plan as amended and restated. - Clayton, 2nd - Jessica, no discussion, VOTE: 6/o/o

Acknowledgment to Jennifer and Jamie for all of their work on this.

CODE OF CONDUCT

Reviewed the proposed amendments of the VSWEA Board Code of Conduct document.

MOTION - to approve the document as presented striking one sentence in #2 - Heather, 2nd - Juli, no discussion, VOTE: 6/o/o

BOARD POLICY DISCUSSION

Discussion and possible action regarding licensed contractor policy. Any hired contractual work done which equates to \$1000 or more must be done by a licensed contractor.

MOTION - VSWEA will only hire contractors who meet minimum standards as required by law and our insurance company which is that any work to be done over \$1,000 is to be done by a contractor with an AZROC license who is full bonded and insured. - Jessica, 2nd - Heather, discussion occurred, VOTE: 6/o/o

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LONG RANGE PLAN

Request to table this discussion to April meeting.

CORE PRINCIPLES #6

Collaborative leadership - facilitate an open channel of communication with the Faculty and Staff to gather their input. Discussion occurred.

The following suggestions were presented -

- to have the Board receive mentoring and guidance on improving the evaluation process. ISLLC Standards is a good starting point. AZ School Board Association is another option.
- to have a retreat with the Board and Faculty and Staff.
- to have Administration put out an anonymous survey to the faculty and staff and the results of the survey will be shared with the Board.

Board to spend time reviewing the ISLLC Standards website before the April meeting.

BOARD MEMBERSHIP

Interview and possible action with Ms. Amy Heller-Setsoafia for Board Member Position.

Clayton exited the meeting at 8.40pm

Clayton returned at 8.42pm

Dru recommended and requests that a discussion occur about board membership before any new members are voted onto the board. She suggests that we take a look at makeup and how to diversify and balance its membership. Currently there is only one teacher and five parent members. A balanced board would have a constellation of parents, faculty and outside community members. Our bylaws state that we can have 11 members, with the current ratio we will not achieve this balance, even if we seek out and recruit more faculty and outside community members. To move the board further into a development body we need to attract outside community members who have well established connections into the greater Phoenix Area and Waldorf Movement.

MOTION - to approve Amy Heller-Setsoafia to the VSWEA Board of Directors - Clayton, 2nd - Jessica, no discussion, VOTE: 4/1/1

ANNOUNCEMENTS

DMS 5K coming soon

Special Ed legislative changes have been shared by Laura Alvarado Coady to the Board - please review before April meeting.

AZ Merit testing next week

Spring raffle and auction is upon us.

4/20 is our next 3 day weekend.

Tax credits - promote as much as you can!

MOTION - to adjourn the meeting - Heather, 2nd - Juli, no discussion, VOTE: 6/0/0

CLOSING VERSE

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Meeting was adjourned at 9.07pm

Prepared by Juli Curtin 3/28/18

Edited by Juli Curtin 3/30/18

Edited by Juli Curtin 4/1/18