

Sacramento Waldorf School
Board of Trustees Meeting, Room 72
Thursday, July 26, 2018
6:30 p.m. to 10:00 p.m.

“Our highest endeavor must be to develop free human beings who are able of themselves to impart purpose and direction to their lives. The need for imagination, a sense of truth, and a feeling of responsibility—these three forces are the very nerve of education.” – Rudolf Steiner

Present: Lawrence Olson, Brian Bertossa, Michael Fields, Prashant Goteti, Eric Brickson, Jason Sigel, Marianne Gray, David Herbert, Esteri Hinman (joined by phone at 7:10 during enrollment discussion)

Absent: Andrew Jensen, Marcela Iglesias, Tammy Duncan

Guests: Cindi Bradshaw, Rachelle Doyle, Dean Smith, Zach Menser, William Pruitt-Herbert, Wendy Gittleman

Topic/Presenter	Discussion	Decision/Action	Owner	Date
Welcome and Approval of Minutes – Decision Jason Sigel	Jason moves to approve June Minutes, Eric 2nd; approved Abstain - Dave Herbert, Mike Fields, Brian Bertossa	Approved		

<p>President and Administrator Report – Inform Jason Sigel</p>	<p>Well-deserved fete of outgoing BOT member Dave Herbert after nine years of exemplary service on the BOT. General huzzahs follow.</p> <p>Administrator Report by Jason on behalf of Marcela –</p> <p>AB 500 final edits to go to parents and post to website.</p> <p>Teacher training proposal to go to COT in August.</p> <p>Parent-Child and preschool - Marcela and Zach are developing business plan; draft plan by start of school.</p> <p>ADA improvements of \$15K carried out.</p> <p>Locks - quote got exceeded; went out to bid again and new bid is lower than what BOT approved. Locks to be installed August 6.</p> <p>CPA audit is on track; the accountants will be back August 6.</p> <p>EDD will be performing an audit, primarily to investigate whether workers classified as independent contractors meet the test. EDD will also be looking at taxes in general.</p> <p>Inclusion work - Implicit bias training at San Juan Hall will be held on Thursday, August 23 from 9:00 am. to 12:30. The cost is \$3,500 - after discount negotiated by Rachelle Doyle – regardless of the number of attendees. BOT encouraged to attend.</p> <p>Anne Frank exhibit is coming - dates and times to come soon.</p> <p>Accreditation mid-year report to happen.</p> <p>Garbage enclosure completed under B&G budget.</p> <p>SWS artwork at the Capitol July 31 - August 10</p>			
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<p>Enrollment – Inform</p> <p>Cindi Bradshaw</p>	<p>Today we are at 407 enrolled; 16 pending, 22 in wait pool. “Waitpool” is defined as a candidate who has completed an application but has not been accepted, primarily because of a lack of space. Projection is 424. First grade - a lot of diversity in wait pool. Attrition is 2-4 in first grade. Cindi notes we could add 3 full enrollments in 1st grade based on class size of 29 and number of candidates in the waitpool but that is not happening based on teacher preference for maximum class size of 29. Discussion of history of 28 being identified in the master plan as the maximum class enrollment in the lower school, subject to teacher discretion to go above 28. Discussion of possibly utilizing teacher’s assistants to permit increased class size subject to teacher approval. Agreement these issues belong with the COT and faculty. Confirmation that Cindi’s goal ideally is to create a waitpool in each grade.</p>			
<p>Strategic Plan - Inform</p> <p>Jason Sigel</p>	<p>Ambrish has resigned from the BOT. Esteri has agreed to pick up Ambrish’s role in reviewing the strategic plan. Marcela and previously Ari were on group performing this review.</p>	<p>Esteri to take over role of overseeing review of status of master plan</p>	<p>Esteri</p>	
<p>Master Plan - Inform</p> <p>Dave Herbert, Michael Fields</p>	<p>A second meeting was held with the architects regarding the replacement of Meristem with new facilities to house early childhood and practical and fine arts. Architects presented some space diagrams. The Arts department wanted two buildings so the Arts department was separate from early childhood - this has proven to be impracticable due to limited footprint we have to build on. We want a common area courtyard and a decision was made for the courtyard to face the high school quad. There was productive discussion with the architects of how best to integrate long term objectives with minimizing disruption of practical arts during construction. Next meeting with the architects is August 20.</p>			

<p>Finance – Inform Lawrence Olson</p>	<p>The 2017-18 budget of approximately \$5.3M currently shows a \$225,000 surplus, to be offset by uncollected tuition of around \$40,000 and another approximately \$60,000 primarily for architectural plans. We thought we were heading towards breaking even and we are now tracking to end up over \$100,000 to the good. We did not have to borrow in June this year which is unusual; historically we have borrowed in June because tuition receipts are low in June. We also put \$100,000 into reserves.</p> <p>BOT previously granted finance the authority to withdraw up to \$200,000 of SWS funds from Rudolf Steiner funds. Finance will be meeting with our investment advisor to decide on better return investments. Lawrence will bring a recommendation in August.</p>	<p>Recommendation for how to invest funds previously invested in Rudolf Steiner funds</p>	<p>Lawrence</p>	<p>August BOT meeting</p>
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<p>Election of Officers and New Members – Decision</p> <p>Jason Sigel</p>	<p>Eric – The curtain which was our Fund-An-Item came in approximately \$2,000 under budget and will take 2-3 days to install. Discussion of honoring donor gifts by repurposing some of the money donated for the curtain and not needed to cover the cost to another similar need. Dave Herbert volunteers to allow his gift to be repurposed to other needs as school sees fit.</p> <p>Eric agrees to defer discussion of BOT term limits to next BOT meeting so all have the opportunity to review the materials he distributed on the topic.</p> <p>Rachelle shares she is leaving SWS; her last day will be August 31. Appreciation expressed for her contributions and good work in advancing our development program while with us.</p> <p>We have three applicants to the BOT - Paul Steinberg, Tim Carmichael, Susannah Martin. General discussion of backgrounds and qualifications of the three candidates. Decision made to circulate application materials to BOT and for vote to be taken on these three candidates at August BOT meeting.</p> <p>Election of officers – Mike Fields nominated for Vice President.</p> <p>While qualifying that she has no issue with any particular officer or Board member, Esteri raises concerns over lack of diversity in officers and Executive Committee. Esteri adds her name as candidate for Vice President.</p> <p>Discussion of the candidates and it is noted that it is traditional but not required that the Vice President become President.</p> <p>Esteri is elected Vice President.</p> <p>Andrew Jensen nominated and elected President.</p>	<p>Circulate applications of Paul Steinberg, Tim Carmichael, Susannah Martin to BOT in advance of voting on their applications to BOT at August BOT meeting</p>	<p>Jason</p>	<p>In advance of August BOT meeting</p>
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