

Board meeting minutes – 2/10/2021

Board Members Present: Michelle Wann, Kathryn Pearce, Jennifer Shivery, Maria D, Deborah Duke, Nina Radanovic, CJ Potter, Rochelle Dietz, Anny Mullen, Ernie Schaefer

Guests Present: Michelle S

Time Keeper: CJ

Process Coach: Maria

Notes: Kathryn

Future action items

- Are bylaws in a format that Melissa and Wendy can access and use?
- Do Wendy / Melissa need anything from the board?

Action items

- Approval of agenda
- Approval of minutes approved
- Ratify email vote of bylaws bylaws ratified by board (with pending edits mentioned)

Study / Artistic (Nina)

- Artist: acrostic poem out of the word WALDORF
- See Separate Document

Accreditation (~~Melissa McIntyre / Wendy Dougherty~~) (Deborah)

- Met with AWSMA accreditation last week
 - Conditional accreditation with AWESNA, pending AWSNA Principals document
 - Practices and Principal; the “why” portion
 - Will resume this work in the fall
 - We’ll have full member status, but it will be provisional
 - Companion document: Correlates PAIS with AWSNA self study)
 - Very supportive
- PAIS is the lead with the dual accreditation (self study uses PAIS’s self-study)
 - Facilities meeting Feb 11th to make building shiny for our PAIS visit
 - PAIS Visit: March 8th
 - April 19th PAIS virtual visit
- Wendy is doing a great job, and is taking a break

Admissions and Marketing (Michelle)

- Change to admissions process
 - Been working on this for some time
 - Streamlined re-enrollment; eliminated reenrollment fee, switched to electronic reenrollment process, work towards a model of continuous enrollment
 - When you enroll, there is an assumption of enrollment until farther notice
 - New: Monday communication will go out. Parents will need to notify us if they are NOT reenrolling in the fall (Tuition, payment, financial aid, contracts, agreement to tuition, payment plan through parent portal)

- Marketing Activities:
 - Open House in January
 - Virtual
 - Successful
 - Small, intimate, lots of conversation
 - Upcoming open houses this spring
 - 4 events in total between January and April
 - 1st grade sampler
 - For any current or prospective first grader
 - Virtual
 - Wendy (teacher) to lead
 - Subsequent: sign up genius to visit classroom and speak with Mrs. Dougherty one-on-one
 - First grade class size – 6 from our school, plus 9 (ish) from outside
 - Middle school sampler – postponed
 - Summer Camps
 - To be scheduled in Feb-March
 - Parent Education speaker
 - Kim John Payne
 - Virtual events
 - Kindergarten event
 - Not pursuing this. Teachers are busy right now and there are mixed feelings about offering online kindergarten options
 - Lots of interest in Kindergarten in the fall (three tours this week!)

Task Force Updates (Chris, Maria, Deborah, Michelle, Melissa)

- Less focused on broad range planning, more focused on situational planning
 - Daily communication between members
- Working with vaccination priority order

Faculty Updates (Rochelle, Nina)

- Valentine exchange went very well (organized by Rochelle and Michelle), Virtual students included
- **LC Report** (Rochelle) – amazing applicants coming in to interview for open positions

Finance (Maria, Deborah)

- Deborah: We successfully got second PPP loan!
- In a good position to move forward next year, hopefully without the pressure of finances in light of our enrollment hit during COVID
- Winter Faire – almost \$6,000 (about half of what it usually makes)
- Having discussions about budgeting in advance of usual

Facilities Funding (Alene)

- Keystone Historic Preservation Grants
 - Grand proposal coming due March 1st
 - Marching grant process. We put up entire amount up front, they reimburse 50%

- Better to start small on this.
- Working with Deborah to work with the budget
- Start with stuff we would already be doing
- Build up over a couple of years to the roof and eaves, etc.
- National Park Service funds
 - We agree to consult state historic preservation center when we make changes to the building exterior
 - We accept preservation restrictions on the property
 - Bound by their standards
- Our building is part of national registration area already
 - This does not obligate us
 - Gives us opportunity for recognition and funding eligibility
- Mostly exterior, focused on the building
- VOTED - PASSED
 - Should Alene continue to pursue this grant?
 - Does not obligate us to anything at this point
 - Board Agreed to continue and gather more information for a future decision

Fundraising (Maria)

- Spring Auctions
 - Auction committee – Tuesdays at 10:00 a.m.
 - Will take more planning than previous years (contingencies)
 - Early May
 - Will take place at the school, outside in the event tents, outdoor space
 - Third week of April: auction deadline
 - Not a child-friendly event

Closed Board Session – Separate Notes