

Approved 2/20/19

MINUTES
VSWEA BOARD OF DIRECTORS MEETING
WEDNESDAY, JANUARY 23rd, 2019
ENGLISH ROOM, DESERT MARIGOLD HIGH SCHOOL

MEMBERS PRESENT

Heather Huentelman - President	Dru Smith Crain via telephone conference
Juli Curtin - Secretary	John Tanner
Jimmy Wahbeh	Sandra Sabbatini Lovelady
Jessica Jarrett	Gregory Schneider
John Elling	

MEMBERS ABSENT

Clayton Hopkins Amy Setsoafia

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

GUESTS

Christie Kriegsfeld - Acting Executive Director
Laura Alvarado Coady - Student Support Services Director
Shana Hageman Michelle Kratzer Peter Rennick Kim Baker April Sauer
Crystal Lee Nathaniel Allen Katie Anderson

OPENING VERSE

The meeting was called to order at. 6:37pm

INTRODUCTIONS

All Board members introduced themselves.

MINUTES

MOTION - to approve minutes from Regular meeting 12/12/18 - Jessica, 2nd - Gregory, no discussion, VOTE: 9/0/0

Yea: H. Huentelman, J. Curtin, J. Wahbeh, J. Jarrett, D. Smith Crain, J. Tanner, J. Elling, S. Sabbatini Lovelady, G. Schneider

PUBLIC COMMENT

None at this time.

REPORTS

Transition Planning -

report distributed in advance for review. Christie gave an update. Goal is to have committee formed by February Board meeting with 5 voting members; one from each realm of the school plus one additional. Christie would be a non-voting member. Open to feedback, please submit to Christie.

Approved 2/20/19

Reorganization of Administration to perform finance duties, position descriptions. -

Aspire has been retained to take over the financial reporting and grant writing opportunities. 18K for a 12 month contract to end 12/31/19.

Restructuring of positions in Admin with retaining current employees and one new position to best utilize their skills and expertise. Christie will submit a reorganization communication shortly. Interviewing for front office receptionist, hoping to make an offer in the next 2 weeks.

Reviewed and discussed Job Descriptions as presented.

MOTION - to approve the Aspire contract - Jimmy, 2nd - Gregory, discussion occurred.

Contract is \$18,000 for 12 months - VOTE: 9/0/0

Yea - H. Huentelman, J. Curtin, J. Wahbeh, J. Jarrett, D. Smith Crain, J. Tanner, J. Elling, S. Sabbatini Lovelady, G. Schneider

MOTION - to approve 4 new position descriptions as presented - Front Office Receptionist, Business Operations Specialist - Records, Business Operations Specialist - Accounts, Substitute and Testing Coordinator - Gregory, 2nd - Jessica, discussion occurred,

VOTE: 9/0/0

Yea - H. Huentelman, J. Curtin, J. Wahbeh, J. Jarrett, D. Smith Crain, J. Tanner, J. Elling, S. Sabbatini Lovelady, G. Schneider

Suggestion that an ASU intern be considered to handle the social media aspects of the school.

Administration Reports - Business Operations, High School, Curriculum, Enrollment, Student Support Services

Jessica expressed parent feedback around children not being allowed to be in the garden while the garden is being cleared of any listeria concerns. Are there options for parents that would allow their children into the garden? Consider a Garden Club after school, with liability waiver signed by participants. Solarization will occur over the summer for 2 weeks, then the garden will be tested again. Concerns expressed over possible liability we would be exposed to having the community work in the garden with these concerns. The compost was identified as another concern and procedures will be reviewed and testing utilized to ensure safety.

Suggested that we utilize a comprehensive liability waiver, do additional testing around campus, bring in an expert to help monitor the process. Also suggested that we have more than one lab conduct testing as labs have different protocols which could yield different results. Dig Ins are still occurring.

Christie will produce a comprehensive liability waiver for the community. It's a joint effort regarding the clean up of the garden. It's giving us the opportunity to look at the space and utilization of the garden.

Christie is open to more support from the Board - Dru, Jimmy, Jessica, John Tanner and Sandra have volunteered to be a part of the garden project.

3rd grade mold remediation occurred over MLK holiday weekend, we have passed the testing. Children have been moved back in. October rains penetrated the roof. Repairs will be done over the next week. The 3rd grade classroom still smells off. An

Approved 2/20/19

exterminator will come out to investigate the crawl space and the attic for any potential reason for the off smell. During the remediation the HVAC system for the entire building was viewed by cameras and no problems relating to a smell were identified.

Faculty Report - none submitted

Parent Council Report - down to 4 people in the leadership of Parent Council. Meeting this Friday to look at the reorganization of PC and bring in new volunteers. Winter Faire brought in \$7443 profit.

BUDGET AND FINANCE

December Financials, budget, finance mgmt and approval of invoices.

Financials were distributed for review, but not in the usual format. With Clayton not present, we had an abbreviated presentation of our current financials.

A report was submitted in advance for review with an update on current topics - MidFirst Bank Credit Card / Mortgage Refinancing / Michael Crabtree Loan / Conditional Status of Public Waldorf Service Mark / Transparent Budget Document.

Sandra exited the meeting at 8:17pm

Sandra returned at 8:19pm

Discussed considerations between Rudolf Steiner Foundation and MidFirst Bank and our historical relationship with RSF.

Fundraising efforts, status and planning

Gregory is working with Jennifer O'Connell regarding fundraising efforts.

Request for Chromebooks for computerized testing

Christie gave an update on the current status of considering using computers for upcoming spring testing. A decision would need to be made by 1/28. Faculty has decided that they would like the computers asap, but we would not implement computer testing until next school year. This would allow time for planning and preparation for teachers, as well as, students to become more familiar with computer usage within our school.

Christie is looking into improving bandwidth and Wifi accessibility possibly utilizing funding for non-profit schools.

Dru shared the experiences of Desert Star implementing computer testing this year.

Communication will go out to the community introducing the philosophy and reasoning as to why we will be utilizing computers for testing.

BOARD PLANNING, POLICIES & DISCUSSIONS

Bylaw discussion

Suggested to move this to March Board meeting. The current version with suggested revisions will be emailed out to the Board by Jimmy for review and comments.

ANNOUNCEMENTS

Art for the Heart - 1/26/19

Town Hall - Christie working on a date

Approved 2/20/19

Next Regular Board meeting 2/20/19 @ 6.30pm

Final pole was dug for the 3/4 building shade structure. Goal is project to be completed in 1 month.

MOTION - to go into Executive Session to discuss salary differentials in job positions and invite Christie Kriegsfeld - Jessica, 2nd - Gregory, no discussion, VOTE: 9/0/0

Yea: H. Huentelman, J. Curtin, J. Wahbeh, J. Jarrett, D. Smith Crain, J. Tanner, J. Elling, S. Sabbatini Lovelady, G. Schneider

Regular meeting was adjourned at 8.53pm.

Regular meeting was reconvened at 9.46pm

MOTION - to adjourn meeting - John Elling, 2nd - Jimmy, no discussion, VOTE: 9/0/0

Yea: H. Huentelman, J. Curtin, J. Wahbeh, J. Jarrett, D. Smith Crain, J. Tanner, J. Elling, S. Sabbatini Lovelady, G. Schneider

CLOSING VERSE

Meeting was adjourned at 9.47pm

Prepared by Juli Curtin 1/23/19

Edited by Juli Curtin 1/25/19, 1/26/19, 1/28/19