

# Sacramento Waldorf School

## Minutes of Board of Trustees Meeting

Saturday, September 15, 2018

2:30 p.m. to 4:00 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: Andrew Jensen, Michael Fields, Eric Brickson, Marcela Iglesias, Esteri Hinman, Marianne Gray, Lawrence Olson, Brian Bertossa, Jason Sigel

Absent: Prashant Goteti, Tammy Duncan

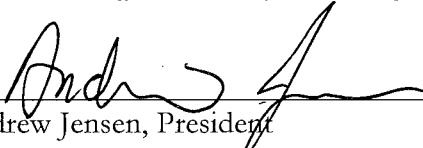
Guests: Tim Carmichael, Paul Steinberg

Topic/Presenter	Discussion	Decision/Action	Owner	Date
Approval of Minutes Andrew Jensen	Motion by Jason Sigel to approve Minutes of July 18 BOT meeting; Eric Brickson – 2nd; approved. No quorum at the August 18 BOT meeting so there will be no formally approved Minutes.		Andrew	Done
Administrator’s Report – Inform Marcela Iglesias	<p>Anne Frank exhibit starts next week; training of SWS docents went well.</p> <p>Four resumés received for open Development Director position; interviewing three – one will not advance to second interview.</p> <p>Marcela is picking up Development work with large donors and may need Development Committee help.</p> <p>Tim Carmichael working on Donor Dinner.</p> <p>Accreditation Training 10/17; report and visit approximately April 2019. Work has been done on action plan – ongoing work on inclusion and pedagogical issues.</p>			

	<p>Enrollment – 2018-19 budget assumed enrollment of 420; we are at 418 with two pending, i.e. they have visited and there is an opening in their class; 16 wait pooled throughout LS</p> <p>Head count is less relevant than the revenue derived from the students. We will need to review/revise 2018-19 budget at 10/2018 BOT; based on actual head count and tuition revenue number.</p> <p>Discussion of need to invest in marketing, either a marketing person or an outside consultant to prepare specific marketing pieces.</p> <p>Student Interaction Policy is on the website.</p> <p>Field Trip Policy is near rollout.</p> <p>EDD audit successfully completed.</p>	<p>Review/revise 2018-19 budget based on actual enrollment</p>	<p>Lawrence/ Marcela</p>	<p>October BOT meeting</p>
<p>Term Limits – Discussion Andrew Jensen / Eric Brickson</p>	<p>National best practice is to have term limits. We are very like-minded as a Board and that may not be good.</p> <p>One possible proposal is for one-third of the BOT to rotate on and off each year; proposed limit would be you must step off BOT for at least one year after serving two consecutive three year terms.</p> <p>Lawrence: I like three, three year terms; that is a good balance with faculty terms.</p> <p>Trustee Committee – update grid showing current BOT and terms of each and prepare draft amendment to bylaws adding term limits.</p> <p>Number of terms to be decided.</p>	<p>Update grid showing current BOT and terms of each and prepare draft amendment to bylaws adding term limits.</p>	<p>Trustee Committee (Brian, Jason, Marcela)</p>	<p>October BOT meeting</p>

Annual Meeting Planning (October 25th) – Decision Andrew Jensen	Topics for discussion at Annual Meeting: financial state, enrollment, campus (Meristem), master plan, strategic plan, test scores, college admissions, volunteerism, joining committees			
Restated Articles and Bylaws – Decision Andrew Jensen	Motion by Andrew Jensen to accept articles of incorporation revised with changes recommended by Susan King our corporate attorney to maintain non-profit status; Jason Sigel – 2nd; approved.  Scott Rulon will set-up a BOT “team” on Microsoft O365. Helps security and can be used to streamline dissemination of documents to BOT in advance of BOT meeting.	Revised articles of incorporation to be filed.	Andrew/ Marcela	ASAP
Finance Lawrence Olson	We need to decide what to do with money formerly invested in Rudolf Steiner funds.  We will have either a Finance recommendation or options to be presented at 10/25 BOT.	Present recommendations or options to BOT on how to invest money formerly invested in Rudolf Steiner funds.	Lawrence	October BOT meeting

*These Minutes are not an official record of the meeting of the Board of Trustees until signed by an officer of the Board.*

Signed:   
Andrew Jensen, President

Date: 10/25/18