

**Rudolf Steiner School of Ann Arbor – Minutes of the Board of Trustees
Wednesday, June 6, 2018**

Present: Dilip Das (via phone), Knut Hill, Daryl Honor, Jim McCauley, Bob Rajewski, Don Remboski, Heather Rindels, John Schramm, Tim Standke

Excused: Gary Banks, Mike McFall

Others Present: Katrina Klaphake, Sian Owen-Cruise, Carolyn Raschke

Don Remboski called the Board of Trustees meeting to order at 5:59pm.

Agenda Review and Approval of Minutes

- The agenda as distributed was reviewed.
- A motion to approve the minutes from the May 2, 2018 meeting was made by John Schramm with support from Jim McCauley. It was noted that bullet duplications need to be removed. There were no dissensions and the motion was approved.

Development Update

- Katrina Klaphake commented on the success of the 20th Anniversary weekend. 40 people came to golf outing! Thank you to Knut Hill and Mike McFall for attending as Board members. The Friday BBQ and behind-the-scenes tour of HS were very well received. The Alumni Basketball game was successful and the Family Fun Day on Sunday had over 70 people attending. Purple Wilson (Sarah McMullen) did a slack line presentation that was very enjoyable.
- Katrina Klaphake was formally thanked for the fantastic job with communication, reminders, etc.
- Katrina Klaphake then reported on the very successful 2017-18 Annual Fund giving that surpassed goals. The Capital Campaign report was also reviewed and Katrina noted that only a \$135k gap will remain at the end of the school year and there are a few pledges that are not part of this report.
- End of campaign report and Annual Fund report will be produced and sent to the community.
- Planning for next phase of Capital Campaign and 2018-19 Annual Fund work will happen over the summer.

Administrator's Report and 2018-19 Enrollment Update

- The Administrator's Report as distributed was reviewed.
- Enrollment:
 - High School at 97 today and will most likely be 100-101
 - Lower School will be low by 5-8 students
 - Early Childhood program will be significantly under-enrolled in 2018-19. Why? This is a transition year where we are not offering Early Childhood tuition assistance of 50% maximum. Returning families and Golden Eagles students still can receive up to 50% but rest are at \$1,500 maximum.
- There also seems to be a decreasing continuum in that age group and it may be marketing related. We are fully surveying families who came towards us and those who decide not to enroll to provide insights into the demographic.
- We anticipate 57-60 Early Childhood students. Under-enrolled classrooms are problematic because of low number of students. Very small classrooms also have a negative financial impact due to costs. The Administration, with the support of the College, will implement a 4 Early Childhood classroom program in 2018-19 while retaining all 5 full-time Early Childhood employees. The part-time staff will be reduced.
- This will enable us to build capacities to deliver additional program and overall, more capacity with improved materials, trainings, activities, stability. The teacher is confidential right now. The teacher will also lead a capacity study for an infant program.
- High School Science – will be hiring several visiting teachers because we have not been able to find a full-time replacement.
- High School Humanities – new full-time faculty are Yoni Paz, Noah Burns and Margot Amrine.
- 2018 graduation will be held in Whitmore Lake with reception in the High School as usual. The senior gift is a beautiful mosaic surrounding the north door.

HUB Membership, College Membership

- Cindy Harrington reported that Paul Trombley will be College Chair in 2018-19 and will attend future board meetings.
- Overall, the membership of the College will be smaller because the new Coordinators are not members. Gary will remain as High School Faculty Rep.
- High School Faculty Chair will remain Gary Banks and Lower School Faculty Chair will remain Karen Sheridan. The Early Childhood Faculty Chair is still being decided.

- Board Committee membership update: we will address Board and Faculty representation on the new Personnel Committee at the September or October meeting. At least one board member is mandated to be on that committee.

UM Board Fellowship Program

- Jim McCauley provided information about a program run by UM's Center for Social Impact which places non-voting graduate students on non-profit boards in the community with specific projects. Past projects include fundraising, bylaw assessment, benchmarking, etc. Jim noted that the placement runs from October through April and a mentor and a meaningful project are required.
- The application is due June 29, 2018 and a Board resolution is required.
- The program has placed 25 students out of Ross Business School and the School of Social Work and Public Policy. The Center of Social Impact matches the student to the organization.
- Board members provided these project ideas: assistance with infant program capacity study, new personnel committee, governance.
- A motion to engage the UM Board Fellowship Program for the 2018-19 school year was made by John Schramm with support from Daryl Honor. There were no dissensions and the motion was approved.

AWSNA Shared Principles - Waldorf Study

- The fifth AWSNA Shared Principle will be tabled until next meeting.

2018-2023 Strategic Plan Next Steps - included

- Sian Owen-Cruise previously distributed the updated Strategic Plan for review and possible approval at today's meeting.
- An updated Strategic Plan is an essential piece of the re-accreditation process – we are expected to have an active strategic plan while accreditation occurs in 2020-21. The Board was informed that our next plan will be a 7-year plan, not 5-year, because of accreditation schedule.
- Feedback was requested from the group. Representing the Development Committee, Katrina Klaphake and Heather Rindels noted that growing the Annual Fund giving to \$350k by 2022 was a concern and that \$250k is more realistic. They noted that a 2-year forecast will be done annually by the Development Committee and the Board will be updated.
- The Board continued with discussion, corrections, comments, and questions. Jim McCauley commented that sustainability has been discussed as a stated goal but it doesn't appear in the document. Energy usage, water runoff,

footprint as an organization. Do these fit with the plan? Other than enrollment sustainability, Sian Owen-Cruise commented that environmental sustainability is not formally part of this plan and that ideas from community are needed.

- This is addressed in the Resources section.
- A motion to approve the 2018-2023 Strategic Plan was made by Daryl Honor with support from Knut Hill. There were no dissensions and the motion was approved.
- Sian Owen-Cruise was formally thanked for her diligent and comprehensive work on this plan!

2018-19 Trustee Slate

- Don Remboski announced that we are in need of a Board Secretary.
- Don Remboski reminded the group that the Secretary is on the Executive Committee and the Committee does have to respond timely.
- If anyone is interested in the Secretary position, contact Heather Rindels or Don Remboski personally.

Determine Need for July Meeting

- A motion to omit the July 11 and August 1 meetings (unless needed) was made by Bob Rajewski with support from Heather Rindels. There were no dissensions and the motion was approved.
- The standard reports (Enrollment Dashboard, year-end Financial Report, Capital Campaign report) will be provided.

New Business

- MHSAA Resolution for Athletics - The Board of Education/Governing Body hereby delegates to the Superintendent or his/her designee(s) the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and Bylaws of said association and adopts as its own the rules, regulations and interpretations (as minimum standards), as published in the current HANDBOOK as the governing code under which the said rules, regulations, interpretations and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules. This authorization shall be effective from August 1, 2018 and shall remain effective until July 31, 2019, during which the authorization may not be revoked.

- A motion to adopt the MHSA Resolution was made by John Schramm with support from Daryl Honor. There were no dissensions and the motion was approved.
- Exiting Board member John Schramm and exiting College Chair Cindy Harrington were formally thanked for their service.
- Cindy Harrington also thanked Sian Owen-Cruise for her work this year.

A motion to adjourn the meeting was made by Cindy Harrington with support from John Schramm. There were no dissensions, the motion was approved and the meeting was adjourned at 7:00pm.

Board meetings for 2018-19 are scheduled for:
July 11 (if needed) and August 1 (if needed)
September 5, October 3, November 7, December 5, January 9,
February 6, March 6, April 3, May 1 and June 5

Board/Faculty Beginning of the Year Meeting
Monday, August 20 from 4-6pm