

# **Board Meeting Agenda Items**

This document outlines the regular meetings of the Board of Trustees, as well as planned agenda items.

## **August** (regular meeting only if needed)

- College/Board New School Year Kick-Off meeting
- New Parent/Council Rep to Begin Attending Meetings

## **September**

- Any Items from July or August If No Meetings Held
- Enrollment Update
- Annual Fund Kick-Off
- Signers for Bank Accounts updated if needed
- Strategic Planning Committee formed if needed
- Board Study
- Trustee Committee Assignments

## **October**

- **Tuition Increase Process Reminder**
- Strategic Plan Review
- Buildings & Grounds Annual Review
- Review End of Year Financials
- College/Board Meeting Next Month?
- Study

## **November**

- Tuition Increase Proposal (or December if not ready)
- Waldorf Study
- College/Board Meeting
- May have the audit to review
- Exec Comm: Nomination/Exec Comm to Begin Discussing Slate

## **December**

- Approve Tuition Increase - or in January
- Year-to-Date Financial Review
- Administrator's Goals Review

## **January**

- Approve Tuition Increase if not done in December
- Enrollment and Retention
- Annual Fund Kick-Off for Community
- Exec Comm: Finalize Board Evaluation Document and Administrator Feedback Survey)

## **February**

- Board Self Evaluation Distributed
- New Trustee Recruitment
- Distribute Audited Financials if not done earlier
- Administrator Feedback Survey Distributed, Compiled
- (Exec Comm: Review Feedback from Administrator Feedback Survey, Schedule 1-on-1 with Board Chair and Administrator)

## **March**

- Enrollment
- New Trustee Proposal
- Administrator Feedback Survey Results
- Audited Financials Approved (if timing is correct)
- (Exec Comm: Discuss Board Evaluation Items of Concern)

## **April**

- Trustee Slate Approval
- Strategic Plan Review
- Board Self Evaluation Review
- Plan for College/Board Meeting Next Month
- Administrator Goals Review
- (Exec Comm or Internal: Plan for Outgoing Members Thank You and Gift)

## **May**

- Prepare for June Annual Meeting
- Governance Model Review
- Trustee Slate Vote
- DEI Update to Board
- College/Board Meeting
- Development Outreach and Donor Stewardship
- Continuous Improvement
- (Exec Comm: Review Tasks from Self Evaluation and Plan Action)
- (Exec Comm: Plan for Board Education in New School Year)

## June

- Administrator Goals Approved, Contract Approved
- Board Committee Membership
- MHSAA Resolution
- Governance Model Approved
- Continuous Improvement
- Approval of Employee Benefits (HSA, Pay-In-Lieu, etc.) for School Year
- Public DEI Update
- (Exec Comm: Plan for Parent/Council Rep Change)
- (Exec Committee to prepare for Board Development and Board Duties)

Note: In Accreditation Self Study and Accreditation Visit years the Board should be updated monthly on accreditation progress. In other years a fall update is sufficient.

### Upcoming Accreditation Schedule

- 2024-25 - No accreditation responsibility – just normal reporting to AWSNA and DASL
- 2025-26 – Application year – reaccreditation application needs to be submitted by April 1, 2026
- 2026-27 – Self Study Year – we need to complete our self study during the school year
- 2027-28 – Visit Year, Spring visit – Our accreditation ends as of June 30, 2028