

## **Rudolf Steiner School of Ann Arbor – Minutes of the Board of Trustees Annual Meeting held Wednesday, November 6, 2019**

**Present:** Gary Banks, Daryl Honor, Jim McCauley, Don Remboski, Tim Standke

**Excused:** Elizabeth Head, Knut Hill, Mike McFall, Bob Rajewski, Heather Rindels, Paul Trombley

**Others Present:** Anni Fox Maniglia, Katrina Klaphake, Sian Owen-Cruise, Carolyn Raschke

**Don Remboski called the Board of Trustees Annual Meeting to order at 5:44pm.**

### **Agenda Review and Consent Agenda Approval**

- Anni Fox Maniglia was introduced by Don Remboski.
- A motion to approve the October 2 meeting minutes and consent agenda reports was tabled due to lack of quorum.

### **Development Engagement**

- Katrina Klaphake reported that we received a directed donation to improve acoustics in the gym for choral performances. A formal announcement will be made at the winter concert. Daryl Honor stated it is important to announce that this was possible due to a designated gift. Sian Owen-Cruise commented that this gift was possible due to the skills and maturity in the Development department – awareness of need, very quick response to donor, easy process and the equipment has already arrived! Katrina clarified that the donation provided for acoustical panels/shell, additional staging, podium, and announcement system for sporting events.
- The Development Department is finalizing a document for Naming Opportunities at the school. An updated version of the Gift Agreement was distributed. A donor is interested in a naming opportunity for the Lower School Art Room before the end of December. This has support from Sudee Taormina and Peggy Wilson at the Lower School.
- Gary Banks confirmed that the College of Teachers has reviewed naming opportunities in general. Sian Owen-Cruise explained the process of getting support first from the person most affected (i.e. class or subject teacher) and the building's Coordinator.
- Katrina also informed the group that the Planned Giving Advisory Group met for the first time this year and the meeting went very well. Chris Hylen presented and will present to the full Board at the December meeting. The

Planned Giving Advisory Group intends to do launch the Seyhan Ege Giving Group very soon.

### **Introduction of Dashboards**

- The new dashboards were presented to the group and reviewed in detail.
- Suggestions for additional data included:
  - Pure demographic and economic trends in Michigan such as birth rate, spending ability in middle class families, etc.
  - Marginal cost of additional students
- Sian Owen-Cruise noted that Waldorf schools are suffering around the nation but not as severely internationally since other countries have government assistance.
- Sian also noted that the school tracks marketing efforts and overwhelmingly, people state that they are interested due to word of mouth.
- She also informed the Board that the dashboard will also be shared regularly with the College of Teachers.

### **Accreditation**

- The group reviewed the revised Confidentiality Agreement and the new Copyright Policy.
- The additional Bylaws verbiage was discussed and a clarification was suggested. The final version will be voted on in December.
- Motions to approve the Bylaws verbiage and Copyright Policy were tabled due to lack of quorum.

### **2020-21 Tuition Change Proposal**

- The tuition increase proposal for 2020-21 was presented by Jim McCauley on behalf of the Finance Committee. The proposed increase is 3% for all programs and results in a projected deficit. Jim noted that the projected deficit will be addressed with increased enrollment, funds from elsewhere, and cut programs – prioritized in that order.
- Don Remboski noted that an interesting process has evolved: we can set the tuition increase early and then can adjust levers as enrollment numbers become clearer. Operationally, making this commitment doesn't lock in the shortfall, it gives us a target to close the gap and keeps us motivated.
- Gary Banks stated that the College of Teachers asked why fundraising isn't increased to cover some of the deficit. Sian Owen-Cruise responded that budgeting based on donations is not prudent, especially since the majority of our donors are current parents.

- Gary Banks stated that the College of Teachers supports the tuition increase even though it remains concerned about increases in general. It supports a lower rate increase because it sends a good will message to current parents.
- Carolyn Raschke informed the group that support for the 3% tuition increase for 2020-21 was obtained from Elizabeth Head, Knut Hill and Paul Trombley prior to the meeting.
- A motion to approve the tuition increase proposal for the 2020-21 school year was made by Gary Banks with support from Tim Standke. There were no dissensions, the three absentee voted were counted, and the motion passed.

### **Personnel File Policy Change**

- The group briefly reviewed the additional language to the current employee personnel file policy. It was noted that this new verbiage brings a statute of limitations to personnel file documents and gives an employee the opportunity to request that something be permanently removed from her/his file. Sian Owen-Cruise noted that as a school, we are always striving for personal growth and change and this policy is in that spirit. She also noted that the Board member mentioned in the policy would be a member of the Personnel Committee.
- Trustees are asked to review this document for vote at the December meeting.

### **State of the School**

- Sian Owen-Cruise updated the group on the State of the School events – Saturday, November 9 at 9am and Monday, November 11 at 7pm.
- The first half will be an hour-long presentation by Sian with slides on revenue, expenses, enrollment, and actions. The second half will be workshops for community members to learn about: polishing your elevator speech, parent ambassador training, being a host family, business round table, social media training, outrageous marketing ideas.
- A donor has provided funding for all materials – yard signs, tiny brochures on Waldorf education, buttons, cards on new middle-school entry program and high school entry, etc.
- Our community needs to hear that we need real engagement from everyone!
- Board members are asked to attend.

### **November Joint College/Board Meeting**

- Sian Owen-Cruise requested that agenda include Accreditation items and a follow up on State of the School.

### **Plan for Executive Committee and Nominating Committee - Slate**

- Don Remboski updated the group that his term formally ends on June 30, 2020. Don informed the group that he can remain on a year by year basis until a replacement is found.
- Sian Owen-Cruise and Carolyn Raschke will follow up with all Trustees whose terms are ending in June 2020.

### **Other Business - none**

A motion for the sense of the board to adjourn was made by Jim McCauley with support from Tim Standke. There were no dissentions and the motion carried. The meeting was adjourned at 7:25pm.

### **2019-2020 Board Meetings**

December 4, January 8, February 5, March 4, April 1, May 6, June 3