

**Rudolf Steiner School of Ann Arbor – Minutes of the Board of Trustees
Annual Meeting
Wednesday, July 1, 2020**

Present: Gary Banks, Elizabeth Head, Knut Hill, Daryl Honor, Jim McCauley, Mike McFall, Don Remboski, Heather Rindels, Tim Standke, Paul Trombley

Excused: Anni Fox Maniglia

Others Present: Sian Owen-Cruise, Carolyn Raschke

Heather Rindels called the Board of Trustees meeting to order at 5:43pm.

Agenda Review and Consent Agenda Approval

- A clarification was requested and given on the marketing strategy proposed by Mike McFall on June 3.
- A motion to approve the June 3 meeting minutes and consent agenda reports was made by Tim Standke with support from Elizabeth Head. There were no dissentions and the motion carried.

Board/College Meeting Recap

- Don Remboski, Board Chair, and Paul Trombley, College Chair, provided a recap of the joint College/Board meeting that was held on June 24. The College and Board separately supported the budget cuts, specifically full-time pay cuts, all-employee pay freeze, and 403b contribution freeze. The group also began the discussion around diversity, equity and inclusion.
- Knut Hill requested the College meeting minutes be shared with the Board. It was noted that confidential information should not be included.
- Paul Trombley committed to provide reports monthly as this is a chance to improve communication and for trustees to understand the work the College does and the approach to the school that the College has.

Covid-19 Response and Loan Updates

- Sian Owen-Cruise updated the group on the Covid-19 Task Force. It has been meeting weekly and the planning document was already shared with the Board.

- The State of Michigan return to school plan was released yesterday and it lines up closely with our draft plans. Masks are mandated for Grades 6-12 and schools will not be required to do symptom checks.
- We are currently working on the best online classroom platform (a learning managing system), ordering supplies, and configuring spaces.
- Carolyn Raschke provided an update on our PPP loan forgiveness status, \$150k in EIDL (SBA) funds received. The use of SBA funds needs clarification since we received PPP funds. More information will be provided to the Board when it is available.

Administrator Job Description

- Sian confirmed the job description attached in the Board packet is the latest version and was approved by the College on June 12. It includes the 3-person structure at the High School for Coordinator roles which provide student support (curriculum, activities, operations), all under the supervision of the School Administrator. High School Admissions work will be Sian's responsibility.
- The hiring process for the new High School Curriculum and Activities Coordinator is in process. There are 11 candidates and the interview process will begin the week of July 13. The start date for the position is August 1.
- A motion to approve the Administrator Job Description was made by Mike McFall with support from Gary Banks. There were no dissentions and the motion carried.
- Sian was formally thanked for her flexibility and hard work.

2020-21 Budget Cuts and Plans

- Personnel cuts have been communicated with faculty and staff – pay freeze for all, pay cut for full-time employees .5% - 9% from \$250 to \$5,400, and the suspension of 403b contributions.
- The above cuts are included in the \$400k total from operations which also includes some teaching changes due to Covid-19 (no full music curriculum, no self-defense, etc.), administrative staff cuts rather than faculty, regular cuts on supplies/snack, craft projects etc., trip budgets, etc.
- In the College/Board meeting, the two groups agreed that we need to have a plan to recover payroll cuts and to do our best to implement so that the mistakes from the cuts made in response to the 2008-09 recession aren't made again.

- The Draft Restitution Plan was reviewed and discussed. Sian noted that the plan will be carried by College and Board and reviewed annually as part of the school's Continuous Improvement Plan.
- The following details were noted:
 - No Scenario A anymore – the pay decrease is gradual
 - Scenario B includes a plan to restore employees to their pre-Covid wage over 5 years and makes a priority for those who gave up the most. It is important to note that the plan does not include repaying any money that was lost.
 - Pay freeze restitution is less of a priority. The plan is to phase it in.
 - The Finance and Personnel Committees are charged with creating a new 403b contribution plan to be implemented in the 2022-23 school year.
 - 2 key points were reviewed: the calculation for new hires is adjusted to include the pay cut and restitution ends when someone leaves the school
- Jim McCauley stated that Board members need to support this plan and do everything it can to accelerate it. Elizabeth Head noted that faculty workload will increase due to Covid-19 measures and supports accelerating the plan.
- Gary Banks noted that because the cut is not being repaid, restitution is not the correct term for the plan. Some discussion followed.
- A motion to rename the Restitution Plan to Salary Restoration Plan and to approve the plan and support the 2020-21 budget cuts was made by Jim McCauley with support from Tim Standke. There were no dissensions and the motion carried.

DEI Proposal

- Sian reviewed the Draft Proposal for RSSAA Engaging with Expanded Diversity and Anti-Racist Work that was included in the meeting documents in order to start the conversation today and gauge the Board's interest in moving forward. She noted that we already have a DEI Committee.
- 4 things now:
 - Work with DEI committee on decolonization of curriculum and equity instruction – need commitment to resources needed
 - Expand on forums
 - Community conversation about Rudolf Steiner

- The goal is to have 2 Board members, 2 College members, the leadership of DEI Committee, and Sian to be part of a taskforce to give energy and focus to the work that is already being done.
- A motion to create a taskforce to explore the topics defined in the Diversity and Anti-Racist Work proposal was made by Elizabeth Head with support from Daryl Honor. There were no dissensions and the motion carried. It was noted that support was also provided via email by Anni Fox Maniglia.
- Elizabeth Head and Gary Banks asked about appropriate makeup of this group. Heather Rindels has volunteered to serve on the Committee, Elizabeth Head also with the caveat that she would defer if there is someone more qualified. The appropriate makeup of the group will be part of the initial work of the taskforce.
- Elizabeth Head shared the following self-survey link:
<https://implicit.harvard.edu/implicit/takeatest.html>

New Business

- Board diversity survey results will be discussed at the August meeting.

A motion to adjourn was made by Tim Standke with support from Gary Banks. There were no dissensions and the motion carried. The meeting was adjourned at 7:29 pm.

2020-2021 Board Meetings

August 5, September 2, Joint College/Board on September 24,
October 7, November 4, December 2, January 6, February 3,
March 3, April 14, May 5, June 2