**March 21, 2018**

**Eastside Community School Board Meeting**

**Attendees (Board):** Laura, Grif, Brandon, Lisa, Daniel, Boris, Andy

**Attendees (Guests):** Mary, Victor

**Lease and Legacy SWS Relationship**

* The lease was signed
* Anneliese will send the deposit by the end of next week
* There will be a subcommittee formed (Grif and Anneliese) to engage with SWS about recovering assets

**OSPI Update (State Licensing)**

* Our private school license application has been submitted
* Separately, we will continue to pursue the possibility of transferring the existing Three Cedars license to ECS

**Admissions/Enrollment Update**

* We haven’t received an updated enrollment report for existing families
* One new student’s enrollment application has been accepted

**Summer Use of the Facility**

* A third party was interested in renting the property for the summer ($10K was earned from this last summer)
  + This group was told “no” early on by IFS, but we reconnected and learned that the group had already secured a different property
* We will stay open to other possibilities

**May Faire**

* The May Faire committee requested a budget of $2K - $2.5K
  + There are currently funds in the SWS budget for May Faire, which can support the pedagogical portion of the program
  + ECS will be responsible for the fundraising portion of the budget
  + We expect to make this requested amount and more back from benefits. In the past, May Faire has brought in about $2K
* We would like to have the May Faire committee submit a more detailed proposal for how the funds will be spent, but in general we feel that this will be fine to approve
* Moving forward, we should create a submission form for groups to use when requesting funds from the board
* The board will be responsible for running the ticket booth and for creating a lemonade stand

**Faculty and Staff Interviews**

* The board is interviewing the faculty to understand the needs and boundaries for current faculty members. These are essentially two-way check-ins
* These are interviews are underway now, and will lead to the creation of employment contracts
* Our goal is to have this done by 3/28

**Exchange Program Certification**

* Laura brought this idea to PCG
  + These programs require a fair amount of resources to operate
  + In general, this is more appropriate for high school (Three Cedars has tried this in the past)
  + PCG doesn’t feel that this is a good idea and use of resources
* We will pass on this opportunity for now; Boris will communicate the decision

**Hiring**

* Administrator
  + This role was discussed
* First Grade Teacher
  + Andy will post the job description for the First Grade teacher to our website and Waldorf Today

**Charter**

* The Charter team requested an opportunity to give an update to the board
* We will propose April 18th for this update

**Community Engagement**

* Brandon will identify a community member to discuss Olaf’s potential visit

**Marketing**

* We have found some volunteers to assist with Community Outreach. Please let Andy know if you have any ideas on where to reach out with information about our school
* The Marketing Team will create business cards with school information for people to hand out
* The sign construction project is underway

**Fundraising**

* Victor has stepped up to lead the fundraising team
* Victor got a transition download from Michael
* Kristi is still working on the Give Big campaign planning
* A parent volunteered to cook a special dinner for a fundraising event. Andy will connect the volunteer with Victor for planning. This might be a good option for the silent auction
* Victor needs to meet with Grif to go over the budget and define goals

**Budget**

* There is a taskforce working on the final budget, so we are ready to present at the next community meeting
* Part of this presentation will include a fundraising plan
* We should also include our five-year plan

**New Board Member Orientation**

* Do we have liability insurance for officers and directors?
  + Grif is working to get this within the next couple weeks
* Andy would like to define board members’ responsibilities
  + There are groups out there that help to educate new boards on how to follow best practice
* Board bylaws
  + These are being finalized
* Approval Process
  + Ideally all members will weigh in with approvals and/or concerns
  + Slack would be a great way to run a lot of this discussion