**May 23, 2018**

**Eastside Community School Board Meeting**

**Attendees (Board):** Grif Owen, Anneliese Johnson, Andy Hartpence, Lisa O’Connell, Boris Bobrov, Brandon Dudley

**Attendees (Guests):** Cris Smith, Victor Warkentin

**Admissions Update**

* Sandie, Kristina, and China are working on a consolidated list to upload into the TAD system
* The board discussed whether to prorate tuition for kids who are not yet 3 and start school later in the year
  + Parents can be given two options:
    - Pay full tuition to hold the spot
    - Wait until the child is old enough to enroll, then enroll at the prorated amount if there is a spot available
* Parent & Tot Admissions process
  + The board would like Kristina and Laura to define this process
* For Preschool, we need to confirm our class size limits
  + Cris will take this question to the faculty

**Treasurer’s Report**

* ECS has $96K in the bank
  + In addition to this, we have approximately $24K from May Faire and Give Big to deposit
  + We also have admissions income to deposit

**Fundraising**

* PCC Scrip Cards
  + These are currently working well
  + Brandon will work with Amanda to determine how to streamline getting cards into parents’ hands
* End of school campaign
  + Victor is working on a plan for this
* The team needs more volunteers

**Site Update**

* Negotiations with the First Church in Bellevue are underway
  + The church is looking for a tenant next year, with the potential to sell at a later date
  + Cost would be $3-4 Million
  + Cost would be $15-$20 per square foot to rent
  + Facility is in decent shape for a 1960s building, but it would require a capital investment to bring it to code
  + There are 2-3 classroom-sized rooms which we could rent, and many large shared spaces
  + The grounds are beautiful (rolling hills with trees)
  + Lot size is about 3 acres
  + The realtor has given us a lot of questions to answer before we make progress, which is causing things to go slowly
  + The church owners are interested in slowly exiting the property, which could put us at an advantage in negotiations
  + We told the property owners that we only have until the end of the school year to negotiate before moving on
  + If we were to move forward with this church, we could move EC there next year, then move the whole school the next year
  + It was noted that Laura had shared in a previous meeting that this property was not ideal
* We agreed that we should expand our search to find all options that could potentially work based on the enrollment defined in our five-year plan
  + The Site team will start a new round of interviews to find an agent

**Community Meeting**

* Our final Community Meeting of the year will be held 8:15AM – 9:00AM on June 7
* This will be an informal meet and greet with our new school Administrator and a final update for the year
* The marketing team needs to create a communication plan for this meeting and the introduction of our new school Administrator

**Marketing Update**

* ECS business cards are done and will be picked up this week. These should be handed out to faculty and parents to spread the word
* The team met with Finalsite, a company that specializes in created websites and online tools for schools
  + Initial setup fee is $15,000, but could be talked down to half that likely
  + Annual license fee is $7,500
  + The team will put together a plan showing what this approach would cost, and work with fundraising to see if a grant or benefactor could fund it
* Eben Design was noted as another agency to investigate

**Board Meeting**

* After the end of the school year, the marketing team will meet fortnightly via Google Hangouts
  + Andy will set up this invite