



MINUTES
VSWEA Board of Directors Regular Meeting
6210 S. 28th St. Phoenix, AZ 85042
Eurythmy Room
Wednesday, September 21, 2022
VIA [Zoom](#)

Members Present:

Kerstin Kubina (KK)—President
April Sauer (AS)—Secretary
John Tanner (JT)

Danielle Martinez (DM)
Ben Fong (BF)
Myriah Mhoon (MM)

Members Absent: Scott Edwards, Dan Franks, and Nellie Grossenbacher

The President and Secretary were present, and a quorum was reached.

Guests

Invitees of the Board:
Michelle Kratzer (MK)

Members of the public present via Zoom/Registration through Google Forms:

Barb Cunningham
Kristen Ziegenbein
Sophie McCurley
Vincent Slayton-Garcia
H
Ashley Parks
Morgan Davis

MD
Mike
Johnny Sweet
Laura Slayton-Garcia
Kelsey Orosz and William Dyer
Deb

Opening Verse/Introductions

Meeting was called to order at 6:32pm. KK welcomed the public to the meeting, read the opening verse, and reviewed the agenda.

The Board members introduced themselves.

Executive Director Update

KK Frank cannot join us this evening, so please excuse him. We also have MK who is the animal care director and Parent Council Co-chair. We had a town hall, which went well. We had around 20 attendees. Lots of good discussion and feedback. We'll try to add some faculty to our next town hall. Our budget looks good. We have two new positions we'll discuss later. Capital projects—our high school bathroom is in process. Also, the woodshop will be starting soon. We are also starting a beautification initiative in the front of the school. Adding some plants and rocks to improve the campus. We will also be adding an amphitheater near the high school. Joan Treadaway came to campus last week and spoke with staff and then had a secondary session with community members. It was wonderful, and it's just the beginning of what we're

hoping to see on campus. The second part of our DEI training will be happening soon. Enrollment has dropped a bit, but we do have some people taking tours. Our ACWE meeting went really well and was attended well. A huge thank you to JT who spoke with Sophie McCurley regarding our development plan, and she is ready to work with us again.

Parent Council/Animal Care Update

MK Free event this Friday will be a clothing exchange. It's a give and take, but you can gather clothing no matter what. We'll have burgers for the 40th day celebration. We will be starting our book club soon, starting with the Whole Brain Child. The next Parent Council meeting is 10/4 in person at 8:15am.

Financial Update

KK The Profit and Loss—state revenue looks good. We have some expenses coming up as we replaced an air conditioner. Capital projects will be coming out of other funding, which is great. The Balance sheet shows we have some money in the bank here. Mr. Mirizio is mindful of our expenses. We have some funding in our account to use for various projects and emergencies, which is great. We have some construction in process. We're at 3 million in total liability and equity.

Proposed Motions

AS A few of us met to discuss the Development Plan. We know that the fundraising calendar has been difficult to organize. Currently, the board approves these fundraisers, but we only meet monthly, so it can take some time to get approval. We discussed that the best way to move forward is to have Frank at the helm of the fundraising calendar as he make approvals regularly and has access to all of the various calendars. We think this will help streamline the process a bit.

AS moved to approve the Executive Director as the designated coordinator for the Fundraising Calendar by changing the verbiage on page 2 of the DMS 2022-2023 Development Proposal from: "Any fundraising activity additions to the calendar below should be approved by the Board of Directors." to "Any fundraising activity additions to the calendar below should be approved by the Executive Director." This change will be effective Monday, 9/26/22. DM second. The following discussion took place:

BF I'd like to change it from Frank Mirizio to Executive Director.

DM We need a start date.

AS Restated the motion with these changes.

Unanimous votes in favor: KK, AS, JT, DM, MM, BF. **Motion passes.**

KK moved to approve the 8/17 meeting minutes, as well as 9/1 special meeting minutes, and the 9/1 executive session minutes. AS second. No further discussion. Unanimous votes in favor: KK, AS, JT, DM, MM, BF. **Motion passes.**

KK moved to approve AFR for FY22. AS second. No further discussion. Unanimous votes in favor: KK, AS, JT, DM, MM, BF. **Motion passes.**

KK I will be sending out that docuSign soon, and we need to get that done quickly. It's due at the end of the week.

Continuing Business/Open Issues

Town Hall 9/7 and ACWE Meeting

KK We had a town hall on 9/7 as well as an ACWE meeting last weekend. We had great attendance at the town hall. It was really collaborative. There was a request for someone from the LDC to attend the town hall. AZ Council of Waldorf Education (ACWE) is where AZ Waldorf schools, private and charter, come together to listen to speakers. Joan Treadaway and Elizabeth Beavan spoke. It was such a pleasure having them there. All of the schools had some time to speak about what's working and what the challenges are. Things were shared that show how similar we all are. We are one of the larger schools, and a lot of schools look to us for ideas. Frank and Dr. Darian gave valuable input on the work he's been doing around healthcare. He's joined with other schools, which brought our prices down tremendously. A lot of these smaller schools could do the same, and it could really help them. Frank also shared information regarding a grant for technology. Dr. Darian spoke about finding Waldorf teachers. There's a shortage like every other school. We are very lucky that we have such well trained teachers. He spoke about how we have been able to find good teachers who are interested, and we've been training them over the summer. It's been great for our school. It saves us money, and it helps our school. It's only a state certification, but it's still an accreditation and that will help all of our teachers. Mr. Mirizio is very dedicated to this training for himself and our teachers. Joan is mentoring Frank, and they speak on the phone, which is great. His dedication shows. It was a great session, and I'm looking forward to attending again.

DM I want to thank you for representing Desert Marigold. I want to thank you and Frank and Dr. Darian for attending the Town Hall. I know there's a presentation online for those who couldn't attend ACWE.

AS Do you know where that's posted? I'd love to watch that.

DM I'll get the information.

Safety Monitor and Website Manager/IT Security

KK We spoke about the Safety Monitor at our last meeting, but we didn't speak about a Website Manager/IT security. We've had a parent volunteer running our website, and this really should be a paid position. We need to add IT Security to make sure our information is secure and our firewall is up. Any questions or revisions?

DM These aren't posted yet, are they?

KK No, they are new positions, and we're here to edit or approve the job descriptions and then Frank will move forward to post the positions.

DM Are we currently staffed?

KK We have one open position—a full time SPED aide.

DM Have we spoken about when we'd post for a strings position?

JT That's probably next year. Let's not forget about that. We do need to add that.

DM I liked the job descriptions.

KK I would like to add in something on the Website Manager to add a bit about IT security.

KK moved to approve the Safety Monitor and Website Manager/IT Security job descriptions. We will have Frank Mirizio add some other aspects to the IT Security role. AS seconded.

DM Do we need to add any verbiage that it needs to be posted?

KK That's under his discretion. We just needed to approve the job descriptions.

Unanimous votes in favor: KK, AS, DM, JT, MM, BF. **Motion passes.**

Calendars

AS I was asked to choose dates for the Executive Director Evaluation as well as the Survey. In our document folder there are two calendars—one for 2022 and a new one for 2023. You'll see on the 2022 calendar that we will be covering the Executive Director evaluation topics in our regular meetings with executive sessions as needed from now through December with the final December meeting either approving the final Executive Director contract or extending the contract. For the community survey, you'll see on the 2023 calendar that at the 3/22 meeting we will have a survey update discussion, at the 5/17 meeting we'll finalize the survey, and on 5/19 the survey goes live.

KK Thank you so much, AS. I know that was a lot to put all of those pieces together.

Development

KK I'm not sure who wants to spearhead that discussion.

AS I didn't look too closely at the fundraising asks since I knew we'd be asking Frank to approve them moving forward, but they all look fine to me.

DM High school asked for the Halloween Carnival fundraiser for 10/29. They also want to sell t-shirts.

KK Rather than approve all of them, we may want to approve the most current ones, and then Frank can meet up with these individuals.

JT How will you determine what's most pressing? By dates?

KK That was my thought.

AS, DM, JT, and MK discuss winter market.

AS moved to approve the following fundraisers: Grade 4 Thursday 10/6/22 bake sale; Grade 8 9/29/22 Soy wax candles and 12/8/22 an Offsite parents' night out; and High School for the Halloween Carnival on 10/29. DM seconded. The following discussion took place:

BF Didn't we just move this to Frank's jurisdiction?

AS Yes, but that doesn't begin until Monday.

Votes in favor: KK, AS, DM, BF, MM. Abstain: JT. **Motion passes.**

New Business

Meeting Duration

KK There have been some concerns regarding the length of our meetings. Sometimes they go by quickly, and other times they last a long time. There's a thought to cap it at 90 minutes, but then we have the new business toward the end so that may be an issue. Another option is to have a subcommittee that works through some of the bigger items that need a lot of discussion, then those individuals can provide summaries.

DM I would like to make sure that we're not just moving things to the next meeting because that can cause issues. Perhaps we can outline matters that don't need to be voted on that can be set aside.

KK I know Frank is open to keeping his summaries to a time limit. I know Joan will be joining us again, and we want to make sure she has time.

MM I've mentioned before that the agenda should have items that are regular and can be moved through quickly. I'd love to give time to people like Joan as well, but I think we should be coming to the meeting ready to go and digesting the materials already. We can't meet beyond groups of three, but we do need to be careful. We cannot do board business outside of a board meeting.

DM I want to make sure that we're screening the agenda as well. And making sure that we do the prep work.

AS Having discussions before a motion is made so that discussion isn't happening within the motion will also help. And with a motion already on the agenda, we can ask individual questions ahead of time too. I want to show up to a meeting ready to vote unless some great new idea is brought forward.

BF A call to consent to agenda would help as MM said. Agendizing motions ahead of time helps to move through business as quickly as possible. I think time caps will help to move us along.

KK These are some great ideas. I like it. I will try to add more time caps. Would it help to have the agenda out sooner?

MM Being mindful of the times that we're conversing will help. I'm fine when the agendas are sent out.

KK Great. I will add time caps. If you're proposing an agenda item, please give me a time frame. That will help too.

New Board Officer

KK I'd like to start talking about another officer position and some reshuffling of duties. I feel overwhelmed by some of the charter responsibilities, and AS has taken on a lot of that as well. AS has been working on her Secretary Playbook and I've been adding to Gregory's as well. I'd like to add a Vice President position. I want someone who wants to step into that position to help out more. I know AS has been taking on the training as Charter Rep. Thoughts?

DM In the meantime, I think you'd be fine to start delegating and divvying up some of those responsibilities. It may take time to add a VP position to our bylaws.

AS The VP is not a new position. It's already in our bylaws, but we can only add a VP at our November meeting, which is why we're discussing it now. As Gregory transitioned out and Kerstin transitioned in, I was the only Charter Rep. I realized quickly just how much work Gregory had been doing, and it's a lot. I've taken that on. Kerstin has many responsibilities, so I think we need another charter rep. There's no cap for that. I've had a few individuals ask me to stay on as secretary, but I am fulfilling many roles. I'm the secretary, charter rep, and the parent council rep. If I'm going to continue on, I need to shed some of these responsibilities. I have three kids at home, I'd like to go back to school, and do other things, but I'm willing to stay for another year if someone else can step up and take over some of this work. I can stay on as charter rep and train the next person. I made the Charter Rep playbook and detailed the process of adding and removing board members from ASBCS. Anyone could pull that document up and follow along, but it takes time and you have to be detailed. If you get something wrong, they cancel your amendment and you have to start over. It takes time and everything has to be perfect. So I'm hoping with the addition of a VP, someone else taking on charter rep and the parent council rep position that I can stay longer and alleviate some of the time I'm spending on board work so I can be available for other things in my life.

DM Are you taking nominees?

KK Sure. We need to reassign some things. I don't think it should be a new member, so I'd like it to one of us.

AS I will hold the hand of a new charter rep and walk them through.

DM I will step up to that. I like having my hand held.

KK How about this? I will take on the task of listing out the tasks and who is doing it now—the updating, the website, the meetings, etc. Then in an upcoming meeting we can look at that and have a discussion about where those tasks can land.

DM If I am delegated more duties, I'd learn more toward VP than Treasurer or Secretary as I have conflict with my current job.

KK Great. If anyone else has thoughts, please email me.

High School Trip

KK There was recently a high school trip, and there were some issues that took place with some students. Mr. Mirizio has handled it, but I think as a board we may need to discuss how to better support these types of trips—maybe more coverage.

DM Can you please repeat yourself—why is it on our agenda tonight?

JT I requested it to be on the agenda as more of a board level acknowledgment of something that transpired. I think given the nature of the event, that we understand that this happened, that we encourage and offer as much support as we can to Mr. Mirizio and staff. That was my purpose tonight.

MM Do we want to look more to what our teens are dealing with? What support can we give to our staff, teenagers, regarding these issues? I think the school should acknowledge and be as supportive as we can to Frank.

JT I think that's a great suggestion, but I would extend that down to the 8th grade as well. Drug and alcohol prevention would be great for 8th grade and up. I keep telling my students over and over again. I'm just a voice in the wilderness here, but I agree with that, MM. We need to address this and reinforce it.

DM We don't have any high school representation, that's why I was asking.

JT Mr. Mirizo can't be here tonight to speak on it, so I appreciate you indulging me. I don't want time to go by and not address it.

DM Now we're at the size and capacity where perhaps we can have some resources to teach this. It takes a village.

JT Yes, thank you. I don't think there's any action except that we want to pass along to Mr. Mirizio that we'd like to ask what support can we offer you, and what can be done to help negate alcohol and drug abuse? I don't want to have any disasters. If you could have this conversation with Frank, I would be most grateful.

KK I will, definitely. DM, will you send over the name of that program you found?

DM Yes.

KK Good, we need to make sure that we're supporting our kids.

Announcements

KK 10/19 is our next board meeting at 6:30pm in person and on Zoom.

AS I've sent out a letter to the community regarding board applications. I'll send out one more reminder this Friday. Board applications are due 10/1.

KK moved to close the 09/21/22 board meeting. DM second. No further discussion. Unanimous vote in favor: KK, AS, JT, DM, MM, BF. **Motion passes.**

Closing Verse

MM read the closing verse.

Meeting was adjourned at 8:00pm.

Prepared by AS on 09.21.2022.