

I. Welcome

1. Call to order / Roll Call at 6:01 P.M., July 18, 2023, via Zoom

Yvan Rochon – Absent
Jason Vargo – Present
Pat Jansen – Present
Kim Koistinen – Present
Kris Mattson – Present

Director-Elect: Emily Snelling – Present

Guests: Cheryl LeBlanc – Present
Dru Smith-Crain – Present

2. Approval of Agenda:

MOTION: Pat moved to approve the agenda as noted
SECOND: Kris
VOTE: Unanimous

3. Meeting Opening: Jason pulled and read the Perceptiveness virtue card

II. Call to the Public

Jason asked if anyone from the public wished to speak. There were no public representatives present.

Board Business

Intent to Return

Jason shared that he will not be returning to the Board at the end of his term. Kim stated that she will not be returning to the board unless the composition of the Board changes to allow an additional parent representative. Kim will continue her work in support of school financial activities.

Board Priorities

Jason led a discussion about the succession Board priority. He stressed that we need to develop measurable goals for this activity and focus on the appropriate leadership / administration structure needed to support school growth and succession planning in the future. He stated that the draft copy of the events/tasks by month (previously distributed and now posted in the newly created Board folder) will help define tasks for the various functions within school administration. Cheryl also mentioned that she has a list of tasks that she would make available to the Board. These will help the analysis of the staffing requirements. Cheryl also suggested that she really needs help with the Policy Manual. The Board agreed to help develop/update policies. Emily agreed to take on drafting a service animal policy. Cheryl will provide monthly suggestions of policies that the Board should draft.

Annual Report

Jason reviewed a draft of the annual report based on the input developed by Board members. The draft was positively received. He agreed to continue to refine this draft and will share the refinements with the Board. He intends to share the final document at the all-school meeting, now scheduled on Monday, August 21 at 3:00 p.m. A few hardcopies of the document will be available at the meeting. It will also be distributed via Parent Square.

Administration

Hiring: No contracts were presented. The posting for a first-grade teacher on Waldorf Today will be refreshed to better explain the school's geographic location near Sedona.

General Update: Cheryl mentioned that the staff will be attending a retreat on Friday. The 2023 back-to-school picnic is scheduled on Monday, July 31, 11:00 a.m. – 1:00 p.m. at Windmill Park in Cornville. School begins on Wednesday, August 2. Cheryl also mentioned that she will be consolidating the input from the parent survey and begin to develop action plans to address concerns.

Finance Report

Bank Balance: Cheryl reported that the school has \$535,667 total across all accounts as of June 30, 2023.

Finance Meeting Update: Kim summarized the July 13, 2023, Finance Team Meeting. The USDA Form RD1942-9 was reviewed and discussed. This form was later approved by the Board at the July 15 Board Meeting. Jennifer also summarized the next steps in the process before a final commitment to the project is required from the Board.

Other Items

ACF Grant Match for AV Upgrade in Multi Use Bldg

Kim discussed the quote from Tiiga Home Entertainment for the AV upgrade to the Multi-Use Bldg. We have already received a grant for \$7,500 from ACF of Yavapai County for sound system, projector, and mics. The final quote is estimated to be approximately \$15,000.

MOTION: **Kim** moved to approve a match, not to exceed \$7,500, for the AV upgrade from the general fund.

SECOND: **Pat**

VOTE: **Unanimous**

Campus Security

Cheryl mentioned that we need to install temporary fencing at the perimeter of the building before school starts.

**Desert Star Community School
1240 Recycler Road
Cornville, AZ 86325**

**Board Meeting Minutes
Tuesday, July 18, 2023, at 6:00 p.m.**

Return to In-Person Meetings

The Board decided to return to in-person meetings. The first meeting will be on Monday August 21 at 3:00 pm in conjunction with the all-school meeting. Times and dates of future meetings will be confirmed though it appears that Mondays at 3:00 will be a good day and time for everyone going forward.

Current Events

No specific discussion.

Next Board meeting: Monday, August 21, 3:00 p.m, in conjunction with the all-school meeting.

Motion to adjourn meeting by Pat, seconded by Kim. Unanimous at 7:28 p.m.

Submitted by Pat Jansen, Secretary