



Waldorf School Of Louisville

October 20th 2021

Attendees:

Board Of Trustees: Sasha Caufield, Justin Pohn, Graham Newton, Clay Fleischer, Talia Wafford, Vishnukant Joshi, Rob Lanier, Michelle Haxby

Administration: Angeline Green, Kelly Stinnett, Madyson Haskins, Larissa Nemith

Faculty: Ed Hardy

Community: Rebecca Bartlett, Elieen Fauver

- ❖ WSL Mission Statement: The Mission of the Waldorf School of Louisville is to guide our students on a path of inner development toward a sense of responsibility, and freedom to unfold as human beings. We nurture the unique gifts of each child by providing an environment with an integrated curriculum fostering academic and artistic excellence.

Agenda topics:

- Reading and Approval of Minutes (Michelle) **Minutes Approved**

Meeting opened by: Sasha Caufield

Reports of Officers and Committees

Admin/ Angeline

GENERAL ADMINISTRATION:

Human Resources:

- Xander Nalley hired as Extended Care Assistant teacher.
- Posted for a Grades Support teacher and candidates are being reviewed by Grades team.
- Maggie Soeder hired as the music teacher to fill in for Cari Norris until her return.
- Actively recruiting for EC and Grades subs. Will be sending an email out to most qualified candidates who submitted resumes for other positions.

Compliance:

- 6th room complete, Awaiting inspection

Finance – Business Manager Report:

- 1 child released pedagogically from their contract and refund issued
- Employee bonuses for returning employees paid in full
- Hourly employees and substitute teaching pay rates raised to \$15 per hour
- 1st Qtr. Financial Reports prepared for the Finance Committee
- 3rd Qtr. Tax Withholding Filings Due by 10/31/21
- Cash Flow
 - Money Market: \$400,000
 - Checking: \$379,000
- Lyndon Campus under contract
- Working with CPA to file 990 for fiscal year 2020-21: Goal is to file in October

General Administration

- DASL Administrative Survey Completed; work on financial portion of survey begins end of October
- Administration working on strategic plans by role
- Working with F&G to finalize Lyndon campus in preparation for closing: Moving final items, junk removal and deep cleaning
- Student and class picture day held; retakes on 10/20
- The office will be closed on 11/3 for Fall break

Finance/ Rebecca

- Finance committee to post financial information on communique, with infographics.

Faculty/ Ed

- Covid protocol updated as of Oct, 8th on website
- Temperature checks will begin for the grades children starting Oct,25. EC has been conducting temperature checks
- Children have been segregated in gym during pickup
- Grades have been cohorting, mixing with smaller classes that still serve the children pedagogically.
- Grades conferences to be held Nov, 2nd-3rd, option for in person or virtual.
- Governance work centered around strategic plan , work being conducted in committees
- Looking to hire grades support teacher
- Lantern Walk grades/ November 12th, on campus, EC looking into Fox Hollow venue Sat, November 13th

Development/ Madyson

- ❖ Saturday community work day held Oct, 16th

Projects completed,

- pre-K rope swing
- Water station in EC yards
- Kinder yard garden along fence
- ★ Other projects to be completed during spring work day

- Reimagining Rock Creek Campaign was confirmed by development committee, three tier campaign to support both facilities and pedagogical renovation. Expanding curriculum programing and supporting the variable tuition program,
- Plan has been sent to board and coordinating council for review
- Once approved, plan to email full-pay families campaign 3-pager
- Families that receive campaign materials Madyson H. will invite them for brief email/coffee chat to discuss families philanthropic priorities at Waldorf
- Hoping to start Coffee Chats to begin the week of Monday, Nov. 8

Goal: 54 families projected to give \$54,000

○ Giving Tuesday (Tuesday, Nov. 30)

- Madyson and Larissa working on community wide social campaign as well as Target audience for email communications: grandparents + alumni + former faculty

- ★ Goal: \$3,000
- Resharing Payroll Deduction plan with all employees on Giving Tuesday
- Launching monthly giving program for Alumni (\$2.50/\$5.00/\$7.50/other)
 - ★ *Any alumni that sign-up for the monthly giving program by 12/31/2021 will receive an invite to high tea w/ honorary Former Faculty (Saturday in Mar. '22)*
 - ★ Madyson & Larissa collaborating on Giving Tuesday marketing campaign

○ **Employee giving campaign**

beginning 10/22/2021 = 18 pay periods remaining

Currently 6 faculty (teachers + admin) projected to give \$792 during 21-22 school year

Resharing Payroll Deduction plan with all employees on Giving Tuesday

○ **Final tally on Give for Good, participation and total raised**

Exceeded our goal we had 221 donors from 22 states gave \$23,146

Bonus money received/ \$250.00

Participating constituencies include: alumni, parents of alumni, current parents and grandparents, current faculty, and friends

Parent Association- (Madyson / Tess / Claudia)

- Tess smith and claudia blum will be Co-Coordiators in PA roll
- Clothing swap underway
- ★ Will speak about winter spiral during November meeting

■ **Winter Faire (Saturday, Dec. 4)**

- Currently, in-person event on Saturday, Dec. 4 from 10:00 AM- 4:00 PM* - the event goes on rain or shine!
- Go/No-Go decision will be made on Monday, Nov. 23 for in-person or virtual event to allow time for online platform to be updated.
- Winter Faire Team (Kathleen Kronauer, Leah Woods, Roni Reed, Ryann Bobenmoyer, Claudia Blum, Tess Smith)
- Winter Faire Team will populate individual vendor outreach this Wednesday (10/13) and proceed with initial outreach accordingly.

- ★ Proposed Outreach Timeline: Initial Outreach should be completed by Friday, Oct. 23 at the latest. Follow-Up should be completed by Wednesday, Nov. 11 at the latest. Vendors must register by Wednesday, Nov. 18. Vendors will be required to check-in and receive a temp. check, and will be asked to be masked while outside.
- Class Projects: Madyson has emailed Class Parents requesting their support in the Class Projects for Winter Faire. Provide an outline of historical class offerings, how-to coordinate/schedule fellow parents in the creation of projects outside school, and a deadline of Tuesday, Nov. 30 for all projects to be delivered to school

■ St. Nicholas Day (Monday, Dec. 6)

Planning in progress...

St. Nicholas Day (School-Wide) Celebrated on or near December 6th, a special visitor pays a visit to the grades classes and leaves a gift in each child's shoe.

■ Winter Spiral (Friday, Dec. 10)

- Planning in progress...
- ★ *Winter Spiral (School-Wide) Early winter celebrates a turning point when darker and shorter days become illuminated by candlelight. We experience a mood of anticipation, preparation, and waiting. In walking the spiral of the Winter Garden, the younger children receive in reverence the light for their own candles. This silent ceremony gives us time to reflect within ourselves as we light our own light to carry us through the winter. All community members are invited to attend.*

■ Yearbook

- Yearbook orders due by Friday, November 6
- Yearbook to be ready-for-print by Monday, November 29
- Madyson + Sasha will create Yearbook template and organize layout/order of class portraits, class-specific pages
- Ms. Evy honorary 2-page spread,
- Lyndon memories
- collecting photos from this past school year, or from years prior that capture your favorite memories from Lyndon campus, please email them to yearbook@waldorflouisville.com by Friday, Nov.
- Requesting class-specific volunteers to assist with preparing class-specific pages
- Each class (Parent-Child through Middle School) will have a 2-page spread that will include 20-21 class-specific festivals + class-specific photos submitted by parents. Each page will have 8 photos max, totalling 16 photos per class. Class-specific photos will be uploaded to Shutterfly for volunteer convenience!

- Yearbook to be distributed by/on Friday, Dec. 17

Enrollment/ Kelly

- Current Enrolment / 139 students
- Early Childhood/ 58 students
- ❖ Pre-K/13 children
- ❖ Kindergarten/ 45 children
- ★ Pre-K and kinder have applications
- ❖ 1st grade 17
- ❖ 2nd grade 11 - 1 pending app
- ❖ 3rd grade 8
- ❖ 4th grade 14
- ❖ 5th grade 14 - 1 application
- ❖ 6th grade 6
- ❖ 7th grade 4
- ❖ 8th grade 7
- Kelly, following up on many inquiries for our Early childhood program,
- scheduling tours after school, is looking to conduct tours during school day.
- Updated website to offer both virtual and in person tours

Construction / Justin

- Mudrooms in EC , ADA compliant construction should start during fall break
- Kitchen, getting quotes to install sink and hood
- Fire safety permits have been applied for, landlord has agreed to hold communications for fire alarms
- Washer and dryer for kinder, doug to get quotes
- All permits have been filed and we are awaiting approval paperwork to come from frankfort

Lyndon Campus Update:

- Landscaping crew was scheduled as well as cleaning crew
- Cardinal movers to remove final items left
- No closing date yet, Nove, 5th at the latest
- Marco stones to be relocated to new campus

Grounds/ Clay

- Doug is handling compliance, crawl spaces

- Drainage issue being addressed

Technology/ Clay

- IP phones have been installed
- Expanding wireless connection to back of campus

Strategic Planning/ Rob

- Collected goals and plans from all departments, working to format goals to be ready to submit to AWSNA
- Will touch base with Larris to receive marketing input, as well as Rebecca to touch with the finance committee

Marketing/ Justin, Larissa

- Larissa attending AWSNA webinars and getting a feel for the school and waldorf education in a whole
- Looking at different digital marketing ideas
- Yewdell event, Oct, 31st - WSL will be there to represent the school handing out materials and goodies, this is a registered event
- Will look at marketing material on hand
- In the process of getting permanent signs for Rock Creek to replace temporary banner
- Sending out email to community regarding survey that was circulated
- Updating google address on google maps

Nomination/ Graham

- Looking to review nominations after the holidays

Action Items:

- Affirmation of E-Vote 9/28 to approve new project manager **Board Approved**

Graham excused himself of all things related to the project manager position votes due to conflict of interest.

~Closing Verse



Meeting adjourned