

## Our Community School

Minutes of Board Meeting – December 4, 2008

**Board members present:** Heather Ashton, Katherine Geeslin, Jana Harper, David Marsh, Bill Maxwell, Scott Miller, Danielle Quinto, Susan Friedman, John Foley.

**Board members absent:** Carolina Goodman, Bobby Blatt

**Non-Board members present:** Laura Bauer, Ex Ed, Chris Ferris, Judy Kapler, Jose Parada

5:30 – 6:30 Workshop: Exploring strategies for our fundraising and development efforts with Chuck Cameron

Board meeting called to order at 6:50 by Scott Miller.

### Financial Climate Overview presented by Laura Bauer

- ◆ It is recommended that schools have 5% in reserve, need to make cuts or raise funds.
- ◆ Cuts were reviewed in the Finance Committee meeting.
  - Teachers will not get \$300 supply budget for Spring Semester
  - No dues for professional organizations
  - Advertisements
  - Non-capitalized equipment
  - Teacher assistant will be released after the break
- ◆ Second tier of cuts may be necessary should schools receive cuts from the State in January.
- ◆ Finance Committee discussed additional cuts.
  - Negotiate rent
  - Cut office assistant
  - Salary cut across the board.
  - (these cuts would only be ½ of what is needed...still need to cut \$43k)
  - recruit students to get full enrollment
  - increase parent volunteers
- ◆ Laura brought financial information from other schools similar in structure.
- ◆ OCS tends to spent more money on employees than other schools by 7.8%
  - Benefits 1.9% in other school; OCS pays 3.2% than other similar schools
  - OCS pays out more \$ for instructional aides
- ◆ OCS is currently 7% below budget with respect to supplies.
- ◆ Jana Harper asked about what insurance benefits other schools offer; Laura said employees only; OCS provides family benefits.
- ◆ Chris handed out info regarding insurance; Laura also had hand out.
- ◆ David Marsh moved to accept the first tier of proposed cuts to ensure 5% reserve for this school year. Bill Maxwell seconded the motion; motion carried.
- ◆ Audit News: Laura reports that audit was clean and clear, no poor findings.

- ◆ David Marsh moved to approve audit report contingent on Chris' review; Jana seconded; motion carried and will only need to be reconsidered if Chris finds errors.

John moved to approve minutes from last meeting. Bill seconded; motion carried.

### Budget Brainstorming

- ◆ We need a contingency plan should we have to cut another \$75k in January.
- ◆ Scott pointed out that this is brainstorming only and all ideas should be open.
- ◆ Danielle and John reviewed staff ideas of additional proposed cuts. See handout.
- ◆ David Marsh began a discussion about increasing revenues:
  - Develop recruiting strategies now so that we can fill empty seats.
  - Improve OCS's internet profile so that our exposure is high in order to fill the seats and build waiting list.
  - Form a committee to explore what we will have as new caps for upper grade enrollment; Chris suggested we should just try to fill the spots we have open.
  - Scott reminded the Board of the Development presentation made by Chuck Cameron prior to the meeting. Scott suggested we consider Chuck's proposal and find out what he would charge. (Bill said that Chuck would cost approximately \$1000 per month). John wondered out loud if Chuck would generate income to offset his fee. Chuck will speak to the Development Committee.
  - Susan had heard that a public school had been given a gift for their improved test scores; who can gift us?
  - Chris hopes to find a service group to adopt OCS. OCS would report to this service group about their classroom service learning projects. That group would have a representative on the Board, etc. Question is: what group will adopt us?
  - Judy Kapler (community speaker): urged OCS not to cut teacher supplies, etc, because those who can't afford private school's high tuitions want a program to come to and will shy away if supplies are limited. Some private schools are full and not aware of OCS; they would be willing to pay for this education.
  - Jose Parada (community speaker) is tired of the school asking for money. We should spend money to get money. This is holiday season; we should get involved in raising money for the less fortunate so we can get ourselves exposed. Toy drives, food drives, etc. Can't always take without giving back.
  - Jana Harper pointed out that not everyone on the Board has given yet to the Annual Support Campaign. We need to maximize our fundraising efforts before we go to the cuts.
  - Bill Maxwell suggested we put political pressure on the government..
  - John's class has raised \$200 for the Annual Campaign.

### Action Steps:

- ◆ Heather will spearhead marketing.
- ◆ Chris will spearhead increasing enrollment with Jude's (5<sup>th</sup> grade teacher) help.
- ◆ Everyone will be actively pursuing recruitment for existing spaces.
- ◆ Scott will ask Chuck to meet with use one more time without charging.

Scott pointed out that grim situations tend to make people grim. He reminded everyone that OCS is a positive place. Great things happen at this school.

The meeting adjourned 8:50pm.