

### Intro Session 5:15 pm

A1. Call to Order: 5:19

A2. Attendance: *Liv Helmricks, Jon Pointer, Mary Wolf, Kelly Joy Christensen, Nancy Sexton, Kelly Krieves, Hillary Mizia, Greg Hirschi* Visitors: *Eric Richardson and Cyril Vidergar*

A3. Approve Minutes: **Kelly Joy Christensen moved to approve, Jon Pointer seconded**

A4. New Business: ***Land on a date for executive session for director's review***

A5. Approve Agenda: **Jon Pointer moved to approve the agenda and Mary Wolf seconded**

A6. Our Mission: [Cultivating the Creative Mind](#)

A7. Public Comment - 3 minutes per person - limit 20 minutes total

### Business Session

B1. Consent Agenda

1. [Professional Staff Induction Program](#)

***Liv will amend current policy to reflect MCSC requirements by 4-25-17***

2. [Professional Staff Development](#)

Adopted March 28, 2017

B2. Updates

1. Liv's Update

a. Discussion Items:

i. Administrative Report [Administrative Report](#)

***Liv Helmricks will have director evaluation done April 4, 2017, due on the 7th***

***Testing going well, streamlined and efficient***

***Discussed mental health intervention as well as search for new school counselor***

**Jon and Liv are meeting with landlord tomorrow to discuss possible expansion ideas, will report back.**

ii. Survey Results (links in Administrative Report)

***Greg Hirschi noted that we should analyze trends and act on them***

***Promoters vs detractors***

***Liv will reword the question to staff about recommending to other colleagues by next survey***

***Some feedback for survey include wanting to give feedback for particular people***

**Mary Wolf will analyze data trends for surveys, Greg Hirschi will train, and Mary will report back before next meeting**

**Greg Hirschi will address the staff with regards to survey results and goals**

2. Financial Update- Jon

a. Discussion Items:

i. Financial Statements

ii. Dashboard Metrics

- iii. Unpaid Fees Policy Discussion
    - Deposit for kindergarten due at enrollment, if they miss for two months, then they can only come to half day***
    - Set collection rate at 75% for next year***
  - iv. FY 17-18 Draft Budget
    - Need to increase net surplus***
    - Goal is to become a twelve classroom school***
3. Board Development Update- Hillary
- a. Discussion Items
    - i. Skill set matrix and focus areas
      - Use to find leads for various projects***
    - ii. Board Member Candidates
      - Possibly moving forward with 8 seats***
    - iii. Q & A with board candidate Cyril Videgar [see questions here](#)  
see resume and cover letter here [Cyril Letter and Resume](#)
    - iv. Eric Richardson to take on the Foundation Board

B3. Action Items

- 1. Determine date/details for June retreat

***Will keep June 3 date***

***Hillary will look into facilitators***

***Maybe do facilitator in August retreat***

***Kelly Joy Christensen will do doodle poll to determine***

**Closing Session 6:55 pm**

D1. Review All Consent/Action Items

D2. Move to Adjourn 7:08

D3. Closing Verse: *Steadfast I'll stand in existence. With certainty I tread life's path. Love I cherish in the depths of my being. Hope I place in every deed. Confidence I place in every thought. These five guide me through existence. These five guide me to the goal.*