

Urban Prairie Waldorf School

Board Meeting Minutes

January 9, 2014

A meeting of the Board of Directors of Urban Prairie Waldorf School (the "UPWS") was held on January 9, 2014. Present in the meeting were Sharla Stewart ("SS"), President; Heather Berhalter ("HB"), Vice President; Jesus Ruiz Velasco ("JRV"), secretary; Elisa Mangual ("EM"), assistant secretary, Peggy Lofgren ("PL"), Administrator; Mary Cowen ("MC"), Board Development Chair; Mat Riendeau ("MR"), Faculty Chair, Ted Shieh ("TS"), Ed Sindelar ("ES"), Facilities Chair; and several members of the UPWS parent and faculty community.

The meeting was called to order at 7:45 pm.

UPWS administrator, Peggy Lofgren began the meeting with an administrative update and an introduction to Miguel Garcia. Miguel recently joined UPWS faculty team in the music department. The following, were the main points of the administrative update:

- Music lesson payments will soon be processed through UPWS as opposed to paying teachers directly.
- UPWS is in the process of hiring for Grade 1 teacher for 2014-2015.
- Shabath Leidy transitioned to a full time member of the faculty. She will mainly be assisting in the first grade; however, she will also cover for substitutes, and help with other functions, such as aftercare programming.
- Regarding admissions and enrollment, UPWS currently has 78 students, an increase of 1 student per grade.

FINANCE

- Currently in the process of finalizing the Profit and Loss statement to present in February.

AFTERCARE PROGRAMMING

- Shabath is helping develop a more structured program for aftercare.

- Afterschool programs for 3rd graders and older students will be broken into more specific blocks. UPWS is working with the Park District to determine facility availability for spring programs.
- Finally, the Summer Camp programs will be longer in 2014. (8:30 am to 3:30pm) Aftercare will be offered as well as specialty classes such as Spanish, music, and other subject matters.

FACILITIES

Peggy and Ed presented an update on the state of the facilities with the following being the main points:

- First grade class moved to a larger room with its own bathroom.
- The water-damaged areas are now fixed as well as other smaller projects.
- Greg Lane, long time friend of UPWS and City Garden is collaborating with UPWS
- Lease options for next year, to possibly occupy 1 room of the 3rd floor, are being discussed; and
- UPWS is working with the city and Alderman to help establish crosswalks, obtain parking permits or passes or other designated parking for staff and parents, and other school and safety related developments.

DEVELOPMENT

- Annual Fund is currently in the \$20,000 range of funds collected.
- Winter's night event scheduled for January 25, 2014 will not be a fundraiser this year, making the Spring Gala the main fundraiser, details to be announced.

PARENT EDUCATION

- A parent study on the subject of "Pre-adolescence and adolescence" will take place, details found in UPWS newsletter.

FACULTY

Next, Mat Riendeau discussed the steps being taken to advance the development of a middle school program. The committee should have some recommendations in the next couple of months. Some of the main objectives and topics are the following:

- Analyzing what makes a successful high school/college student from an admissions point of view;
- Development of a transcript;
- Middle school standardized testing;
- Middle school staffing;
- Look into growing our in house professional development and possibly allowing educators from outside our community to take part in classes and seminars.
- Counseling for students and parents regarding the high school transition;
- Development of an Alumni program;
- Researching topics for parent education;
- Development of a special summer camp to prepare students for high school;
- Developing relationships with area high schools

Upon Mat's conclusion of his presentation, there being no further business the meeting was adjourned.