

Urban Prairie Waldorf School

Board Meeting Minutes

April 9, 2015

A meeting of the Board of Trustees of Urban Prairie Waldorf School (the “School”) was held on April 9, 2015. Present at the meeting were Heather Berhalter, Peg Kern, Peggy Lofgren, David McClellan, Michael Levine, Ted Shieh and Sharla Stewart, constituting a majority of the members of the Board.

Ms. Stewart, Board President, served as Chair of the meeting. Ms. Stewart called the meeting to order at approximately 7:45.

Ms. Lofgren led a discussion of Enrollment for the incoming first grade class, including the determinants for double tracking. She noted that, currently the application number did not warrant double tracking. She said the faculty will determine the number at which a class will be split into two, based on the children, the teacher, and other pedagogical considerations. She outlined the financial considerations for evaluating the short and long-term impact of double tracking on the budget. She noted that new applicants would be accepted until April 30, at which point the class would close. It was determined that Admissions would draft a letter to prospective parents updating them on the decision making process. It was determined that future application and enrollment deadlines will be set earlier in the year, to enable the school and parents to plan accordingly.

Next on the agenda, Ms. Lofgren discussed Development hiring, noting that it remains uncertain as Administration continues to assess the school’s needs and the role and level of the proposed staff member. She asked for the 4 or more board members to contact other schools as research about fundraising in an independent school. The goal is to develop a better understanding of board duties as related to fundraising.

There being no further business, the meeting adjourned.