



MINUTES
VSWEA Board of Directors Meeting
Wednesday, October 18, 2023
VIA [Zoom](#)

Members Present:

Kerstin Kubina (KK)—President
April Sauer (AS)—Secretary
Dan Franks (DF)—Treasurer
John Tanner (JT)

Nellie Grossenbacher (NG)
Ashley Parks (AP)
Myriah Mhoon (MM)

Members Absent: Ben Fong and Danielle Martinez

The President, Treasurer, and Secretary were present, and a quorum was reached.

Guests

Invitees of the Board:
Frank Mirizio (FM)
Paula Cummings (PC)

Members of the public present via Zoom/Registration through Google Forms:

Deb
Kristen
Ms. Falconburg

Opening Verse/Introductions

Meeting was called to order at 6:35pm. KK read the opening verse and welcomed the attendees.

The Board members introduced themselves as well as FM.

PC joined the meeting at 6:45pm.

Executive Director Updates

FM We have some budget struggles as our enrollment is down and our expenditures are up. We've had a lot of necessary repairs. We have a job opening posted, but I'm leaning toward not filling it since our budget is tight. The high school patio is being finished. 7th grade has been remediated for mold, and it passed inspection. We had to remove a large beehive from the 8th grade classroom. We're at 270 enrollment. We keep getting new students but then people move or choose to homeschool. We have a committee to help with enrollment. NG is working on some ads for our local theaters. NG, do you have anything to add?

NG I've worked with Laura Heaney to create some flyers for the school. Shared screen to show the flyer and explained the various parts. Majestic Theaters has a good price for advertising. Went over the details of the deal and plan.

FM I like the finalized screen. And thank you to Laura as well. I think we should do two out of three. I think the Chandler and Tempe locations are great options.

NG Reviewed options for screens and pricing.

FM I think we should try this first and if we don't have good luck we can move over to another theater.

NG I can send these over so you all can see them.

FM I like the final design.

DF and NG discuss the ads and how they're viewed.

AS suggested Pollack theater.

KK suggested posting flyers elsewhere.

FM Discussed various schools where he plans to disseminate information. There's a plan to visit schools in the next two weeks.

DF offered to hand out flyers at a Mesa Farmers Market.

FM Sustaining Fund is a little over 40k. That's after we paid our staff a stipend. The Halloween Carnival is coming up on 10/28. Dia de los Muertos will be 11/1. Professional development—DEI training—we've decided the plan. Dr. Darian and Shari Deitz and I decided to hire a local counselor and have it narrowed to about five names. We'd like them to do about 6 sessions and separate the staff based of grades and specials. We feel good about that plan, and we've already started contacting some people.

MM Was there room for board input?

FM I was directed to follow the new policy and report back. So we've been working on this since our last meeting. We want some intimacy for openness.

MM shared more thoughts regarding DEI education.

Financial Update

KK Shared her screen to show P&L Forecast. We are overbudgeted for the year per our current enrollment. If we continue the course, we're at we will be upside down to the tune of 590k, so we must course correct. Our expenses need to come down, and our income needs to go up.

MM Is Monique able to see where the deficit is coming from?

KK I think the high school enrollment is a problematic area.

FM Yes, that's right. We were at 56 and now we're at 38. High school students have a higher ADM than grades. We're considered overstaffed. PreK is not an issue because of the grant we had last year. K-8 is still strong. 6/9 classes are full. We gave substantial raises last year. We agreed that we needed to do that. But now we are hurting with enrollment. We need to raise income and cut costs. And costs are going to be people.

MM I'm wondering about the capital expenses.

FM We use money coming in from the state.

MM Discussed some options within the budget.

FM Discussed the ERC.

KK Shared her screen to show Balance Sheet and Profit and Loss.

Proposed Motions

KK moved to approve the 09/27/23 regular meeting minutes. DF second. No further discussion. Votes in favor: DF, AS, JT, AP, NG. Abstain: KK, MM. **Motion passes.**

Continuing Business/Open Issues

Strategic Goals

KK shared her screen to show Strategic Goals. Thoughts or discussion?

DF I think we need to set up a process to review these regularly and take the time to develop them.

FM Discussed the faculty and staff goals and how much has been completed.

DF I think we need to have a space to share the outcome as opposed to having a task list. I think we need a specific plan for each of these. I'm not sure we can do that at a board meeting.

MM These are goals, but I don't think there's enough intentionality. Gave specific examples of DEI goals. Wants to give better direction before we continue with some of these goals.

AS and DF discussed plan to discuss survey results alongside strategic goals. Perhaps moving this to the next meeting.

AS, FM, MM, and AP discuss motions passed at the last meeting and the DEI plan moving forward.

MM and AP will work toward a survey to the community to start with.

FM will hold off on making a choice of a DEI trainer.

MM and DF discuss plans to move forward on strategic goals.

New Business

Child Find Policy

FM This is a formality to do this. I rely on my SPED director on these things. We'll vote and then post it.

KK moved to approve the School-age Child Find documentation shared with us so that we can get that out to the community as soon as possible. DF second. The following discussion took place:

FM asked AS to put document on the website and she agreed to try.

Votes in favor: DF, AS, JT, AP, NG, KK, MM. **Motion passes.**

Board Applications

AS I apologize for not sending out the last reminder. I failed to do that. Regardless, there was a month before notice, and we did not have any applications come in. However, we will still be doing our own officer elections at the next meeting so please review the election process document as we'll need to approve some of us serving another year and we'll need to elect officers.

Announcements

KK Fall ACWE Meeting 10/21 8am Mountain Oak School.

KK, AP, MM, and FM discussed the ACWE meeting.

AS Before we move on, can we share some good news. FM, can you share us your good news about your daughter?

FM shared news of his first grandbaby. He and FM were in the same hospital. Such a fun story to share someday.

KK The next board meeting is scheduled for 11/15 at 6:30pm via Zoom. I'd like to move that meeting to 11/08.

NG and MM may be able to attend ACWE.

AS will change the meeting date on the website and KK will post something on PS to alert the community.

PC suggests budget/enrollment ideas be put on the next agenda.

MM Do we want Aspire to do some brainstorming?

FM Monique and I have been working on this. We're discussing what may not be necessities and where we could cut.

MM and FM discuss more about the budget.

FM Suggests an executive session for possible budget cuts in December.

DF, NG, MM, FM, and AS discuss options.

KK moved to adjourn the 10/18/23 board meeting. AS second. No further discussion.
Unanimous vote in favor: DF, AS, JT, AP, NG, KK, MM. **Motion passes.**

Closing Verse

DF read the closing verse.

Meeting was adjourned at 7:58pm.

Prepared by AS on 10.18.2023.