

Greenwood School

Notes of the Board of Trustees

November 10, 2010

Attendance: Brian Chadbourne, Thomas Cooper, Jolene Jackson, Colleen Kane-Dacri, Merel Kennedy, Patricia Rudd, Mary Schattenberg, Christina Schunemann, Marcy Summers, Cynthia Ulman, Judith Wares, Andy Zink

Absent: Frank Anderson, Danica Remy

CONCORDANT DECISION – Approved

1. Minutes & Announcements

Minutes are pending approval. Future Board meetings beginning in December will be held at WestAmerica Bank at corner of Blithedale and Sunnyside.

2. Administration Report – Patty

Patty reported on current activity at the school, particularly the work of Eugene Schwartz with the parent and staff presentations and the importance of good communication.

3. Faculty Chair Report – Jolene

Jolene reported that GWS is currently posting the 1st grade teacher position.

The Faculty Committee is currently reviewing a revised media policy, which will be shared with all faculty, staff, and Board before dissemination to and discussion with the wider parent community. Upcoming subjects for faculty review include an outline of the GWS science curriculum with program development plans, suggestions for reducing parent “workload,” and the Board’s recommendations to update GWS bylaws.

Work is underway to develop parent education sessions using GWS teachers.

The Social Inclusion Program work has begun, and this program will be on the Faculty Committee agenda bi-weekly. Piper is the lead faculty member on this project. There was discussion about the scope of the program and the committee’s authority.

Jolene reported on the Steering Committee’s preparatory work to develop GWS curriculum standards.

4. Enrollment Report – Vicki

Vicki reported on Kindergarten and pre-K inquiries and outreach, and Brian reviewed the enrollment history of the school dating back to 2005.

Merel outlined a proposal for an Outreach Committee to support enrollment efforts, with its proposed responsibilities and membership. Christina agreed to assume the Board liaison and committee chair position. Mary will also participate.

Greenwood School

Notes of the Board of Trustees

CONCORDANT DECISION – Approved. Requested Christina to organize and lead an Outreach Committee for GWS.

5. Announcements

Brian expressed the Board's appreciation for Colleen Kane-Dacri's leadership as Board Chair over the last two years and presented her with a certificate and flowers.

6. Board Off-Site Planning

The Board discussed arrangements, agenda, and facilitation for the November 19 retreat.

7. Search Committee Report - Brian

Brian reported that there is a list of candidates for the interim and long-term positions. Review of long-term candidates should begin in early 2011, with an interim management solution in place. He encouraged continued Board networking to identify additional candidates.

8. Finance Committee Report - Patty

Patty reviewed 2010 – 2011 budget possibilities that have been reviewed by a task force and the Finance Committee. The goal moving forward is to be clear about the school program we want and then construct the budget to deliver that program affordably.

9. Development Committee Report

Patricia and Merel distributed the 2010 – 2011 Annual Report. The major donor effort is underway, and the committee is developing its capacity to work with GWS fundraising software.

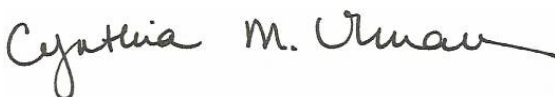
10. Site Committee Report

Cynthia reported that she is working on securing meeting with OLMC regarding the lease.

11. Executive Session

Discussion of interim school management.

Submitted by



Cynthia Ulman
Board Secretary