

# **Greenwood School**

## **Minutes of the Board of Trustees**

**May 12, 2010**

Attendance: Frank Anderson, Brian Chadbourne, de Borah Jones, Colleen Kane-Dacri, Merel Kennedy, Danica Remy, Peggy Rock, Patricia Rudd, Robert Schiappacasse, Marcy Summers, Cynthia Ulman

Absent: Scott Hamilton

Guests: Julie Calder, Karen Kieckhefer (5<sup>th</sup> grade parents);  
Amy Ruegg, Judith Wares, Jolene Jackson (teachers).

The Board meeting was called to order at 1:30 p.m. at Tamalpais Bank in Mill Valley, California.

### **1. Minutes**

Minutes of the April meeting were distributed and approved.

### **2. Business and Announcements**

The Chair reviewed updates to the meeting agenda, including scheduled guests. Brian Chadbourne was asked to chair the portions of the meeting that relate to 5<sup>th</sup> grade, as Colleen is a parent in that class.

The Board extended thanks to the Auction team, including Patricia Rudd, Merel Kennedy, and Becky Sorensen.

### **3. Guest Speakers – 5<sup>th</sup> Grade**

Brian Chadbourne, chairing this portion of the meeting, welcomed Julie Calder and Karen Kieckhefer from the 5<sup>th</sup> grade. They spoke to the Board about their experiences and concerns. The Board thanked them for coming and promised they would receive a timely response.

### **4. Director's Report**

Robert reviewed projected enrollment numbers for 2010 – 2011. The Board recommended increased communication with rising 4<sup>th</sup> grade during their teacher transition.

Greenwood hosted a successful outreach/parent event with Jane Healy. Attendance was approximately 120.

Robert reported that the 1<sup>st</sup> grade teaching position has been offered, and an announcement is awaiting final signed paperwork, after which there will be an opportunity for parents to meet the teacher.

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### **5. Finance Committee Report**

Frank reported that the Finance Committee and staff are continuing to refine the 2010 – 2011 budget. He has met with the Faculty Committee to talk about the budget and will continue to work with them. He reviewed budget items currently under discussion in the Finance Committee, and he provided an update on receivables.

### **6. Development Committee Report**

Patricia reported on RSVPs and inventory received to date for the Auction. Inventory is consistent with past years' experience. "Fund-a-Need" will be for the science program.

### **7. Nominating Committee Report**

Cynthia reported the Nominating Committee's recommendations regarding trustee election and terms of office.

**CONCORDANT DECISION** – Approved. Nominating Committee's recommendation that Thomas Cooper and Mary Schattenberg's terms be three years. Nominating Committee's recommendation that Andy Zink be elected to the vacancy created by Carl Spitzer's resignation, filling the remaining two years of this term.

### **8. Guest Speakers – Faculty Members**

Brian Chadbourne chaired this portion of the meeting, welcoming Jolene Jackson, Judith Wares, and Amy Ruegg to speak about next year's middle school program. Cynthia Ulman summarized separate meetings with Faculty and parents that were related to the topic.

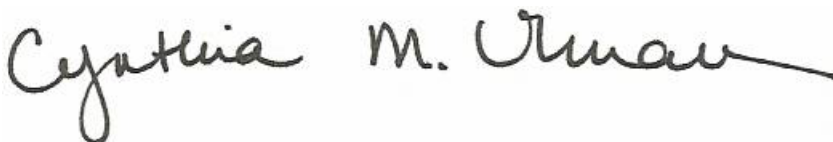
After hearing alternatives, the Board provided input to the Director for his consideration in reaching a decision he will announce by Monday, May 17.

### **9. Class Size Policy**

Deferred discussion to a later meeting.

The Board adjourned into executive session at 5:20 p.m.

Submitted by



Cynthia Ulman  
Board Secretary