

Gathering Waters Board APPROVED NOTES
May 14, 2022 9 a.m.-11 a.m. 98 South Lincoln Street

The mission of Gathering Waters Chartered Public School is to offer students in the Monadnock region an education that enables them to discover their interests and capabilities; explore the surrounding world; and cultivate a lifelong love of learning, a sense of community responsibility and understanding of environmental sustainability. We carry out this mission by providing a rich and engaging curriculum that integrates the arts, meaningful practical work, outdoor education and service to the larger community.

Our vision is an inclusive school culture of compassion and respect where deep interest in others goes hand in hand with individual growth. The educational environment enables students to develop self-confidence, self-knowledge, intellectual flexibility, and the capacity for creative problem solving that supports ethical action in their local and global communities.

Core Principles of Public Waldorf Education

1. Image of the Human Being:

Public Waldorf education is founded on a coherent image of the developing human Being.

Each human being is a unique individual who brings specific gifts, creative potential, and intentions to this life. Public Waldorf education addresses multiple aspects of the developing child including the physical, emotional, intellectual, social, cultural, moral, and spiritual. Through this, each child is helped to integrate into a maturing whole, able to determine a unique path through life.

Rudolf Steiner's educational insights are seen as a primary, but not exclusive, source of guidance for an understanding of the image of the human being.

2. Child Development:

An understanding of child development guides all aspects of the educational program, to the greatest extent possible within established legal mandates.

Human development proceeds in approximate 7-year phases. Each phase has characteristic physical, emotional, and cognitive dimensions and a primary learning orientation.

The Public Waldorf educational program, including the curriculum, teaching methodologies, and assessment methods, work with this understanding of human development to address the needs of the individual and the class in order to support comprehensive learning and healthy, balanced development. Our developmental perspective informs how state and federal mandates, including curriculum sequence, standardized testing, and college and career readiness, are met.

3. Social Change Through Education

Public Waldorf education exists to serve both the individual and society.

Public Waldorf education seeks to offer the most supportive conditions possible for the development of each student's unique capacities and for engendering the following qualities to work towards positive social change:

A harmonious relationship between thinking, feeling, and willing;
Self-awareness and social competence;
Developmentally appropriate, academically informed, independent thinking;
The initiative and confidence necessary to transform intentions into realities; and
An interest in the world, with active respect and a feeling of responsibility for oneself, one's community, and the environment.
Such individuals will be able to participate meaningfully in society.

4. Human Relationships:

Public Waldorf Schools foster a culture of healthy relationships.

Enduring relationships — and the time needed to develop them — are central to Public Waldorf education. The teacher works with each student and class as a whole to support relationship-based learning. Healthy working relationships with parents, colleagues, and all stakeholders are essential to the well being of the student, class, and school community. Everyone benefits from a community life that includes festivals, events, adult education, study, and volunteer activities. Public Waldorf education encourages collaboration in schools, within the Alliance for Public Waldorf Education, among all schools working out of a developmental approach, in conjunction with the broader field of education.

5. Access and Diversity:

Public Waldorf Schools work to increase diversity and access to all sectors of society.

Public Waldorf schools respond to unique demands and cultures in a wide range of locations in order to provide maximum access to a diverse range of students. Schools work towards ensuring that students do not experience discrimination in admission, retention, or participation. Public Waldorf schools and teachers have the responsibility to creatively address the developmental needs of the students with the most inclusive possible approaches for all learners. The Public Waldorf program and curriculum is developed by the school to reflect its student population.

6. Collaborative Leadership:

School leadership is conducted through shared responsibilities within established legal Structures.

Faculty, staff, administration and boards of a Public Waldorf school collaborate to guide and lead the school with input from stakeholder groups. To the greatest extent possible, decisions related to the educational program are the responsibility of those faculty and staff with knowledge and experience of Rudolf Steiner's educational insights.

Governance and internal administration are implemented in a manner that cultivates active collaboration, supportive relationships, effective leadership, consequential action, and accountability. A Public Waldorf school is committed to studying and deepening its understanding of best practices of governance appropriate to its stage of organizational development.

7. Schools as Learning Communities:

Public Waldorf schools cultivate a love of lifelong learning and self-knowledge.

Public Waldorf education emphasizes continuous engagement in learning and self-reflective practices that support ongoing improvement. At the individual and classroom level, teachers reflect regularly on their observations of the students and of the educational process. Essential aspects of school-wide work and professional development include self-reflection, peer review, faculty and individual study, artistic activity, and research. Rudolf Steiner is a primary, but not exclusive, source of guidance for developing an active inner, meditative life and an understanding of the dynamics within society.

Public Waldorf schools encourage all community members to engage in active and ongoing ways to enhance their capacities as human beings through self reflection and conscious social engagement.

In Attendance:

Board Members: Gabrielle Schuerman, Dan Kurz, Anny Hamshaw, Janet Gordon, Alisa Andrews, Jonny Norris, Katie Osawald

Non Voting Members: Luke Goodwin

Other Attendees: Justin Somma

I. Welcome

II. Approval of 4/ 2/2022 and 4/6/2022 Meeting Notes Motion to approve: Jonny / Second: Gabrielle / Vote: Unanimous

III. Principal and Special Ed Report

1. Revised Discipline Policy Provides a detailed legal document to cover a wide range of specific incidences, and to act as a guidebook for teachers and administrators.

Vote to approve revised Discipline Policy:

Motion to approve: Janet / Second: Anny / Vote: Unanimous (Jonny Abstained)

2. Facilities - Luke gave update including plans to create a separate space for special education. We have a need for a quiet space large enough for two teachers to work. Considering converting main office or other space: TBD. Grants to offset cost have been applied for.
3. Enrollment update - Full in all classes except 7th and 10th with varying waiting lists; High School Open House Scheduled for next week
4. Hiring update - Still looking for FT Business Administrator and PT Communications; All faculty positions have been filled.

IV. Committee Business

A. Finance and Intro to Budget-Justin - Working budget attached below (final budget will be proposed at June meeting for approval and submission to state)

- Justin will look into if Audit fees (line 93) can be covered by grant funds

B. HR- Anny, Alisa, Justin - See board report

Create a process to have a notice go out to all families at the beginning of the school year, that if anyone wants to volunteer in classroom or transport students, they need to go through paperwork and background check to meet policy requirements. Parents that do not complete this process will not be eligible. Will need to be renewed every year.

1. Personnel Records Policy
2. Volunteer Policy
3. Transportation of students in private vehicles
4. Sexual Harassment
5. Abuse Prevention
6. Alcohol, Tobacco and Drug Policy (will be reviewed for next meeting)

Work on student handbook will be presented on next meeting

Vote to approve HR Policies #1-#5 Motion to approve: Janet / Second: Jonny Vote: Unanimous

C. DEIJA-Eliza (postponed)

1. Divisive Concepts Statement

D. Governance-Principal evaluation discussed-in progress; interviewing 2 new potential Board members to start in June/July; will be starting Board evaluation process over the summer.

E. Fundraising and Development- Waiting to hear about Kingsbury grant for renovations at lower school; Made connection with Barr Foundation-we do not meet their criteria for 50% underserved or special needs; annual report going out. Thank you event for Founding Donors on May 21 5-7.

F. Marketing, Outreach and Enrollment- New Curriculum page is live on the website; Nora is in contact with Moco to possibilities for an advertising swap; new flyers being printed and are being distributed; Other projects in the works include:

- a. - Booth at the Monadnock Coop for their Earth Day
- b. - Keene Art Walk in June (will be applying soon)
- c. - Future targeted ads for specific grades if there are still openings as we get closer to summer

G. Parent Council-Shana (postponed)

VI. Important Dates:

Wave Painting Event May 21, 2022 5-7 p.m.

Pizza Night June 21, 2022

May Day May 20th, 2022

End of School June 17th 2022

Non Public Meeting Based on RSA 91-A:3;II(a)

Motion to move to a non-public session - Motion to approve: Gabrielle / Jonny / Unanimous

1. Consideration of the acquisition, sale, or lease of real or personal property, where public discussion would benefit a party whose interests are adverse to the general public. RSA 91-A:3, II(d).

2. The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against the employee, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. Notice that this section does not create a right to a meeting for an employee. The right to a meeting must arise from some other source, such as a collective bargaining agreement, a personnel policy, or a state statute.

Motion to seal non-public session notes - Motion to approve: Jonny / Dan / Unanimous

V. Public Comment Period

Closing Verse

You have been joined by fate together
To unfold the powers
Which are to serve a good creative work.
Wisdom itself will teach you as you walk on the soul's path
That greatest things can be achieved
When souls who give to each other spirit certainty
Unite and work towards the healing of the world in faithfulness.

- Rudolf Steiner (From Benedictus, a character in the Mystery Dramas or also called the Portal of Initiation-thank you to Janet for bringing this)

Next Meeting: 6/11/2022 9-11 a.m. Lower School

22_23 Budget Draft

	Account	21/22	22/23	Notes
INCOME				TAN BACKGROUND = FIELD IS FORMULA
		\$	\$	
401	Development	180,000.00	80,000.00	
402	Fundraising Events	5,000.00	10,000.00	double prior year because Craft Fair overachieved and with focus on \$\$ we can grow to this
402.1	Fundraising Expense	(2,000.00)	(3,500.00)	additional spend from 21/22 to account for investment in additional fundraising income
403	Interest Income	\$ -	\$ -	
404	School Store/Apparel	7,000.00	8,000.00	I think that apparel in an undertapped goldmine
405	Aftercare	55,000.00	50,000.00	lower than last year but in line with actuals
409	Field Trips	\$ -	10,000.00	21/22 trips expense budget was less than actual, adding income line as offset
410	Sports	\$ -	\$ -	not budgeted but we can pursue fees for sports
411	Music	\$ -	\$ -	not budgeted but we can pursue fees for music
412	Materials Fee	42,480.00	54,067.50	increase in materials fees
414	Special Ed Reimbursements	83,576.00	237,015.66	dramatic increase to account for much higher billing hrs and billing rates than 21/22
415	Other Non-Govt Income	430,000.00	\$ -	
452	Title Funds	73,622.41	73,622.41	

		\$	\$	
453	State Equitable Aid (Tuition)	1,731,989.84	1,959,496.98	see income modeling tab
454	Grants	946,500.00	345,036.00	projection from federal grant.
455	State Lease Aid	38,718.59	42,000.00	assumes we lease the exterior space at 310 Washington St
456	Other State Aid	\$ -	\$ -	
TOTAL		3,591,886.84	2,865,738.55	
EXPENSE				
1100	Instructional Services			
1100110	Faculty Salaries	978,921.00	1,002,845.00	
1100200	Faculty Benefits	112,575.92	109,546.13	
1100221	Faculty Payroll Tax	74,887.46	76,717.64	
1100260	Faculty Worker's Compensation	3,247.71	4,011.38	
1100321	Contract Teachers		10,000.00	21/22 ended up having a need for non-payroll teachers, this is the estimate for 22/23
1100430	Copier Contract	6,000.00	7,500.00	raised from 21/22 to reflect actual cost
1100610	Kindergarten Supplies	16,000.00	2,000.00	\$ artificially low because grant supplies from 21/22 will be usable
1100611	Lower Loop Supplies (Grades 1-5)	64,833.33	4,000.00	\$ artificially low because grant supplies from 21/22 will be usable
1100612	Upper Loop Supplies (Grades 6-8)	38,833.33	4,000.00	\$ artificially low because grant supplies from 21/22 will be usable
1100613	High School Supplies (Grades 9-12)	30,833.33	30,000.00	\$ artificially low because grant supplies from 21/22 will be usable, +30K for materials for 10th grade

110061	World Language 4 Supplies	\$ 1,700.00	\$ 750.00	artificially low because grant supplies from 21/22 will be usable
110061	5 Art/Shop Supplies	\$ 15,000.00	\$ 2,000.00	artificially low because grant supplies from 21/22 will be usable
110061	Physical 6 Education Supplies	\$ 27,000.00	\$ 1,200.00	artificially low because grant supplies from 21/22 will be usable
110061	7 Eurythmy and Dancing Supplies	\$ 31,000.00	\$ 1,200.00	artificially low because grant supplies from 21/22 will be usable
110061	8 Music Supplies	\$ 12,000.00	\$ 1,200.00	artificially low because grant supplies from 21/22 will be usable
110061	9 Aftercare and Support Supplies	\$ 4,000.00	\$ 4,000.00	
110062	1 Festivals & Events	\$ 1,000.00	\$ 2,000.00	
110062	2 School Store Expense	\$ 3,500.00	\$ 4,000.00	offset for projected income
110064	0 Text. Workbooks	\$ 22,000.00	\$ 5,000.00	grant
110073	0 Furniture & Equipment	\$ 168,000.00	\$ 20,000.00	grant
110073	1 Classroom Computers	\$ 52,500.00	\$ 17,500.00	grant
110081	1 Professional Development	\$ 19,000.00	\$ 17,400.00	grant
Subtotal		\$ 1,682,832.08	\$ 1,326,870.15	
1210 Special Education				
121011	0 Special Ed Faculty Salaries	\$ 104,812.00	\$ 338,593.80	much higher than 21/22 b/c reclassifying more teachers into sped
121021	0 Special Ed Benefits	\$ 12,053.38	\$ 16,085.63	much higher than 21/22 b/c reclassifying more teachers into sped
121022	0 Special Ed Payroll Tax	\$ 8,018.12	\$ 25,902.43	much higher than 21/22 b/c reclassifying more teachers into sped

1210260	Special Ed Worker's Compensation	\$ 419.25	1,354.38	\$ much higher than 21/22 b/c reclassifying more teachers into sped
1210610	Special Ed Supplies	\$ 1,000.00	\$ 1,000.00	
Subtotal		\$ 126,302.75	\$ 382,936.23	
Other Instructional Programs				
1400330	Assemblies	\$ -	\$ -	
1400610	General Supplies	\$ 3,000.00	\$ 1,500.00	
1400630	Food	\$ -	\$ -	
Subtotal		\$ 3,000.00	\$ 1,500.00	
Student Support Services				
2120110	Guidance Counselor Salaries	\$ 22,750.00	\$ 27,350.00	
2120210	GC Benefits	\$ 2,616.25	\$ 3,145.25	
2120220	GC Payroll Tax	\$ 1,740.38	\$ 2,092.28	
2120260	GC Workers Compensation	\$ 72.61	\$ 109.40	
2100370	Testing	\$ -	\$ 4,000.00	not in 21/22 budget - assessments for students
2100371	Student Information System	\$ 8,500.00	\$ 8,000.00	
2120610	GC Supplies	\$ 400.00	\$ 500.00	
2100800	Financial Aid	\$ -	\$ -	
Subtotal		\$ 36,079.24	\$ 45,196.93	
2130 Health Services				
2134610	Supplies, Health	\$ 1,000.00	\$ 1,000.00	21/22 assumes need for covid PPE

2222	Library & Media Services			
222264	Books & Print Media	\$ -	\$ -	
2225	Computer Coordinator			
222533	IT & Computer Services	\$ 5,600.00	\$ 6,000.00	
222561	Computer Supplies	\$ 7,000.00	\$ 2,000.00	reduced from 21/22, no startup eqpt needed
222573	New Computers	\$ 20,000.00	\$ 1,500.00	reduced from 21/22, no startup eqpt needed
Subtotal		\$ 32,600.00	\$ 9,500.00	
2400	School Administration			
241011	Administrative Salary	\$ 306,000.00	\$ 289,350.00	
241021	Administrative Benefits	\$ 35,190.00	\$ 33,275.25	
241022	Administrative Payroll Taxes	\$ 23,409.00	\$ 22,135.28	
241026	Administrative Worker's Compensation	\$ 976.65	\$ 1,157.40	
241033	Contracted Legal Services	\$ 20,000.00	\$ 4,000.00	
241033	Contracted Auditing	\$ -	\$ 8,000.00	first year of audit
241039	Contracted Bookkeeping	\$ 26,650.00	\$ 26,650.00	
241039	Contracted Payroll Services	\$ 3,000.00	\$ 4,000.00	reflects 21/22 actual
241039	Website Administration	\$ 1,000.00	\$ -	
241053	Postage	\$ 1,000.00	\$ 1,000.00	

2410540	Advertising & Marketing	\$ 8,000.00	\$ 8,000.00	
2410541	Hiring Expense		\$ 5,000.00	new account - interview expenses, background checks, travel
2410545	Development Campaign Expenses	\$ 1,000.00	\$ 1,000.00	
2410550	Printing	\$ 1,000.00	\$ -	
2410580	Travel	\$ 3,500.00	\$ -	eliminated (see hiring expense)
2410610	Office Supplies	\$ 7,000.00	\$ 5,000.00	
2410730	Office Equipment	\$ 11,500.00	\$ -	no equipment purchase expected 22/23
2410733	New Furniture & Fixtures	\$ 12,000.00	\$ 1,000.00	reduced 12x from 21/22 for limited furniture/fixture buy
2410810	Dues & Fees	\$ 3,000.00	\$ 3,000.00	
Subtotal		\$ 464,225.65	\$ 412,567.93	
Operation & Facility Maintenance				
2600	Maintenance			
2610110	Maintenance Staff Salary	\$ 40,000.00	\$ 40,000.00	
2610210	Maintenance Staff Benefits	\$ 4,600.00	\$ 4,600.00	
2610220	Maintenance Staff Payroll Taxes	\$ 3,060.00	\$ 3,060.00	
2610260	Maintenance Worker's Compensation	\$ 95.75	\$ 160.00	
2620411	Water & Sewer	\$ 4,000.00	\$ 7,000.00	raised from 21/22 to reflect actuals
2620420	Cleaning Services	\$ 36,000.00	\$ 40,000.00	raised from 21/22 - will need to re-source vendor, or do W2 hire
2620421	Dumpster	\$ 4,000.00	\$ 4,000.00	
2620422	Contracted Snow Removal	\$ 6,000.00	\$ 4,000.00	

262043	Contracted Repairs & Maintenance	\$ 5,000.00	\$ 7,500.00	increased from 21/22 to reflect need
262044	Rent	\$ 184,208. 00	\$ 164,000. 00	this will vary wildly depending on how RE transactions play out
262052	Business Insurances	\$ 19,000.0 0	\$ 26,000.0 0	raised from 21/22 to reflect actuals, no quote yet
262053	Telephone	\$ 6,500.00	\$ 2,500.00	reduced from 21/22, reflects monthly fee only
262053	Internet	\$ 3,500.00	\$ 2,000.00	reduced from 21/22, reflects monthly fee only
262061	Supplies - Building & Grounds	\$ 10,000.0 0	\$ 10,000.0 0	
262062	Electricity	\$ 25,000.0 0	\$ 22,000.0 0	
262062	Heating Fuel	\$ 20,000.0 0	\$ 18,000.0 0	
Subtotal		\$ 370,963. 75	\$ 354,820. 00	
Student Transportation				
270051	Field Trips	\$ 6,000.00	\$ 25,000.0 0	was 6K in 21/22, 25K is closer to actual
270073	Vans	\$ -	\$ 158,900. 00	
Subtotal		\$ 6,000.00	\$ 183,900. 00	
Facilities Acquisition				
410045	Construction Services	\$ 97,000.0 0	\$ 50,000.0 0	
410045	Professional Services			

Subtotal		\$ 97,000.00	\$ 50,000.00	
				Debt service is modified to actual expense for cash budgeting purposes
5100	Debt Service			on actuals, interest only counts toward P&L, principal hits balance sheet
5110830	Loans	\$ 139,512.00	\$ 66,083.40	
5110831	Mortgage		\$ 30,935.04	see rent expense line
Subtotal			\$ 97,018.44	
6000	Depreciation			
6000	Depreciation	\$ -	\$ -	
	Total Income	\$ 3,591,886.84	\$ 2,865,738.55	
	Total Expenses	\$ 2,959,515.46	\$ 2,865,309.66	
	Net	\$ 632,371.38	\$ 428.89	