

Parents Association Agenda

June 2, 2015

A healthy social life is found only,
When in the mirror of each soul the whole community finds its reflection,
And when in the whole community the virtue of each one is living.
~Rudolf Steiner

Time	Topic	Speaker
6:00 pm	Welcome and Introductions	All
6:05 pm	Approve May Minutes, Questions?	Kim Washburn
6:10 pm	PA Class Rep Final Reports	Class Reps
6:30 pm	Committee Updates Q&A	Kim Washburn
6:40 pm	Volunteerism	Roberto Trostli
7:00 pm	PA Budget Analysis <ul style="list-style-type: none"> ❖ 2014-15 Budget vs. Actuals ❖ 2015-16 Budget ❖ Surplus spending 	All
7:20 pm	Questions/Discussion	All
7:30 pm	Adjourn	All

Committee Updates

- *Executive Committee*
 - Highlights from the May BOT Reports held May 20, 2015
 - Operations – Pete Svoboda
 - Coordinating finalization of 15-16 calendar and distribution to community
 - Working with accounting firm on school financials
 - Assisting with re-enrollment and TA document prep, review and follow-up
 - Personnel – Pete Svoboda, Ophelia von Ludwig
 - Drafted employment contracts for next year
 - Working on proposed positions to plus up community development such as a 7th/8th Grade Math Specialist
 - Working on finding best healthcare solution for staff
 - School Director – Roberto Trostli

- Development – working on a possible Founders' Scholarship partnership with St. Andrew's; finalized auction budget, organized production and sale of Waldorf music CD
 - Enrollment/Marketing – April Open House; work on social media; hosted school tours; working on determining staffing needs of Enrollment/Marketing needs for next year
 - Community Development – continued to plan May Faire; oversaw planning and production of music CD
- Faculty Report – Jennifer Fleming, Faculty Chairperson
 - Forming Diversity Committee
 - College/Faculty study: The Core Principles of Waldorf Education
 - Planning for next year; reports and closing of 2014-15 school year
 - Search for Middle School Math Specialist, possible Spatial Dynamics teacher; aftercare assistants.
- Enrollment – Cary White
 - Current enrollment number at 135 students
 - Enrollment for next year currently underway
- Development – Craig Schwartz
 - Annual fund effort approaching \$70,000 against goal of \$100,000 and budget line item of \$65,000
 - Committee to meet on May 27th to finalize budget; review grant application status; review current year and plan for next year
- Finance Committee – Elisabeth Corey
 - Current year accounts receivable – Reconciled family balances and established process to collect payment
 - Developed process to record and invoice 2015-16 contracts. Began invoicing for fees.
 - Worked with school leadership to develop a punch list of areas to be addressed moving forward such as improved controls/procedures regarding payroll, supply purchasing; financial reporting; chart of accounts and others.
- Tuition Adjustment
 - 1st round of awards completed with 12 families appealing
 - 2nd round underway
 - TA should be complete by June.
- Long Range Planning
 - Reviewed and approved all work done on the sub-plans set for by the point people of small committees
 - Decided long range plan will be 3-year plan with 4th year set aside for evaluation and 5th year for review and setting new plan
 - All plans will be formatted by one person for consistent presentation.
- PA Financial Report – see PA Budget Analysis below
 - Total Monies (not including dues and Kroger Payment) – **\$8838.18**
 - Bank Account Balance - \$8,902.93
 - Pending Deposits - \$499.00
 - Outstanding Scrip money owed - \$380.00
 - Pending reimbursement payment to Rob Bullington for 3rd Grade Hay Bale House project – **\$943.75**

- *Heads Committee – Open*
 - Parent Education event – *The Journey Beyond Waldorf* – well attended; received good input as to how our alumni are doing as they've transitioned to high school. Representatives of the faculty who were present will share insights with faculty members not present.
 - Fundraiser Earnings as of 5/31/2014 – **\$4081.57**
 - Scrip – 1365.08
 - 7/1 – 12/31/2014 – \$923.51
 - 1/1/2015 – 4/13/2015 – 411.87
 - Kroger Cares – 531.25
 - 8/8 – 268.75
 - 10/1 – 262.50
 - Kroger Community Rewards – 1498.24
 - 9/1 – 11/30/2014 – \$787.79
 - 12/1/2014 – 2/28/2015 - \$710.45
 - Box Tops - \$202.00
 - Family Contra Dance - \$35
 - School Photos - \$450.00

- *Hearts Committee – Katie Adams Parrish*
 - **Community Care:**
 - Meals for 3 families expecting new babies towards the end of May
 - Teacher Appreciation Week successfully complete
 - **Socials**
 - Provide watermelon for Year End Picnic and possibly Games Day – *need volunteers to purchase and prepare for serving.*

- *Hands Committee – Tracy Haines*
 - **Playground Improvement** – The next projects will happen over the summer
 - Build Gaga Ball Pit – location is being determined and approved with the new minister. Woodworking teacher, Ward Harrison, has agreed to assist. Brackets will be ordered and will cost \$575 - \$602 (depending on shipping). The remaining costs will include all lumber needed.
 - Install tether ball set – parent volunteer, Glen Amey to assist.
 - 3rd Grade Hay Bale house project to be worked on through the summer. Only outstanding costs are for roof materials which should be less than \$100.
 - **Volunteerism**
 - Roberto will present the results and recommendations from the Volunteer Task Force report prepared by grandparent volunteer, Nancy Cross at the meeting. He will elaborate on how volunteerism will be handled next school year.

PA Budget Analysis

RWS Parents Association Banking Summary

2014 - 15 School Year 8/1/2014 through 5/31/2015

Balance

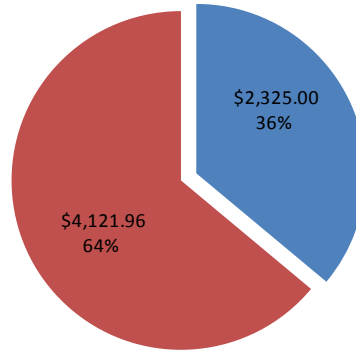
Starting Balance	\$	7,707.87
Ending Balance		\$8,838.18
NET CHANGE	\$	1,130.31

INCOME

2014-15 PA Dues	\$	2,325.00
Fundraisers	\$	4,121.96
TOTAL INCOME	\$	6,446.96

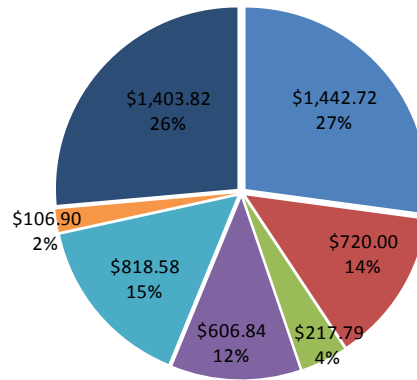
EXPENSES

Playground Project	\$	1,442.72
Childcare	\$	720.00
Festival Support	\$	217.79
Parent Education	\$	606.84
Parent Outreach	\$	818.58
Office Supplies	\$	106.90
Teacher Appreciation	\$	1,403.82
TOTAL EXPENSES	\$	5,316.65



Income

- 2014-15 PA Dues
- Fundraisers



Expenses

- Playground Project
- Childcare
- Festival Support
- Parent Education
- Parent Outreach
- Office Supplies
- Teacher Appreciation

RWS Parents Association Variance Report

2014 - 15 School Year

8/1/2014 through 5/31/2015

INCOME	Budget	Actuals	Variance \$	Variance %
Balanced Rolled from 13/14	7707.87	7707.87		
2014-15 PA Dues	2375.00	2325.00	-50.00	-2%
Fundraisers	3000.00	4121.96	1121.96	37%
TOTAL	13082.87	14154.83	1071.96	8%

EXPENSES

Playground Project	4600.00	1442.72	-3157.28	-69%
Childcare	960.00	720.00	-240.00	-25%
Festival Support	250.00	217.79	-32.21	-13%
Parent Education	650.00	606.84	-43.16	-7%
Parent Outreach	630.00	818.58	188.58	30%
Office Supplies	0.00	106.90	106.90	
Teacher Appreciation	520.00	1403.82	883.82	170%
TOTAL	7610.00	5316.65	-2293.35	-30%

Surplus/Deficit	5472.87	8838.18	-1189.42	-22%
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RWS Parents Association Budget

2015 - 2016 School Year

7/1/2015 thru 6/30/2016

Current Bank Balance	\$8,838.18
Playground Grant Balance	\$2,887.48
	\$11,725.66

Income

2015 - 2016 Dues (90 Families)	\$2,250
Fundraisers	\$3,000
Total Projected Income	\$5,250

Expenses

Childcare	\$960
Festival Support	\$250
Parent Outreach	\$630
Playground Project	\$3,158
Parent Education	\$650
Teacher Appreciation	\$700
Total Projected Expenses	\$6,348

PA Budget Surplus

Current Balance	8838.18
Projected 2015-16 Income	5250.00
Projected 2015-16 Expenses	-6348.00
Surplus	7740.18

Spending Requests: up to **\$3005**

- PA System:
 - Option 1 – 2 speakers - **\$500**
 - 2 8" speakers – 129.99 ea
 - 2 speaker stands – 69.99 ea
 - AKG Wireless Microphone – 99.99
 - 2 Mic Cable 25 ft – 34.99 ea
 - Option 2 – 1 speaker - **\$375**
 - 1 12" speaker – 199.99
 - Speaker stand - 39.99
 - AKG Wireless Microphone – 99.99
 - Mic cable 25ft 34.99
- Stage Curtains - **\$300**
- AC Units for Social Hall - ?
- Faculty Requests:
 - Deborah Baharloo - **\$1375**
 - \$470 – Intro set of Hollow Blocks by Community playthings
 - \$150 - Multi-cultural Wooden People
 - \$40 - Two Wooden Apple Trees
 - \$50 - Paint Brushes
 - \$550 - Two Commercial Grade Wagons for all Kindergartens (\$275 each)
 - Noelle Rose - **\$500** – Wooden bookcase
 - Loretta Walker - **\$330** – Music Books/Sheets