



**MINUTES**  
**VSWEA Board of Directors Meeting**  
Wednesday, August 16, 2023  
VIA [Zoom](#)

**Members Present:**

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

Myriah Mhoon (MM)  
Danielle Martinez (DM)  
Ashley Parks (AP)  
Nellie Grossenbacher (NG)

**Members Absent: Ben Fong**

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:

Laura Heaney  
Kristen  
Deb

Michelle Kratzer she/her  
Kelsey Orosz and William Dyer  
Addie Heartkin

**Opening Verse/Introductions**

Meeting was called to order at 6:36pm. KK welcomed the public to the meeting and read the opening verse.

The Board members introduced themselves as well as FM.

**Executive Director Updates**

FM We'd love to say we had an outstanding opening, but there have been some hiccups. We had issues with pick up, we lost some students, and we have an AC down in 7<sup>th</sup> grade. We made changes to pick up which helps, we are still having tours, and we're using portable air conditioners for 7<sup>th</sup> grade. Our kids are in great moods and attending every day. We have two job openings still—a sped aide and the coordinator of fundraising development. I recommended two dates for town hall—8/30 or 9/6. Kudos to those who planned the event at Hale Theater. We had a good turn out, and it was a blast. Summer training ended, and we had three teachers get their certificates. We did mold testing last year, and it was recommended we do testing every two years, so this is our off year. We will do it again next year. If the AC company says they have concerns we will do mold testing if needed.

NG My kids had a great first week. I'm concerned about the enrollment. What are we doing to increase enrollment in the high school?

FM I'm all for a focus group. Dr. Darian and I reached out to four schools, and we tried some other things, but they don't seem to be working.

6:45pm Danielle Martinez and Paula Cummings joined the meeting.

NG Would you like me to help out with this?

FM I would love that.

FM, NG, and PC discuss meeting to brainstorm ideas for increasing enrollment.

NG and FM discuss the future of teacher training at DMS.

NG and FM discuss staffing.

KK, FM, and AS discuss mold testing timelines and ask for an update when it's available.

KK Shared thanks for teacher training. We're so thankful that you took that on and made it happen.

NG We had a teacher do training and then leave. Is there anything in the contracts regarding training and having to pay it back?

FM No, there's not.

AP Isn't it PC who covers that? And now they're out of that money? Maybe we should have something in the contract.

FM I'm not against adding that, but it would be difficult to get those funds back.

AP Maybe it would be a deterrent.

MM I struggle with wanting our teachers trained and then setting up a barrier.

FM It certainly is easy to take the positive approach.

AS This happens at every school everywhere—summer trainings are offered, the district pays for them, and teachers can leave whenever they want to. This isn't unique.

### **Financial Update**

KK We do not have closed books yet, so there's no update. We're still working through the audit.

FM That's correct. The audit is still going. And I'm happy to say that DF has reached out to Jess and I, and we can meet to discuss finances now that he's back in town.

7:00pm John Tanner left the meeting.

## Proposed Motions

KK moved to approve the 07/12/23 regular meeting minutes. MM second. No further discussion. Votes in favor: KK, AS, DM, AP, MM. Abstain: NG, DF. **Motion passes.**

## Continuing Business/Open Issues

### Board Officer Roles

7:02pm John Tanner joined the meeting.

KK shared her plans regarding elections in November. She does not wish to continue her position as the President come November. I'm hoping to also add a Vice President role to share some of those responsibilities. Perhaps that individual could also be working as our charter representative. We'd need to add that position in November per our bylaws. I'd like to have some discussions so that we are prepared and can ease into it.

AS KK and I brainstormed some ideas on how to support the upcoming president. I'm in my fourth year, and I'm willing to continue for a fifth. I'm willing to continue as secretary or throw my name in the hat as vice president so I can support the new president in many of the ways I've already been doing. So please think about whether you're interested in being the secretary or the vice president. We have playbooks available for you to read so you have a better idea what these positions entail. Just food for thought.

## New Business

### ERC Grant

KK This grant is from the federal government. Our check was large. We need to be fiscally responsible. The advice we've been given right now is to hold onto that money for a year.

DM discussed options for savings accounts and referred to the spreadsheet she created. These options are good. If we can look at staggering portions of that balance that would help.

MM and DM discuss other bank options and a statement of how we want to hold the account.

FM and DM discuss options to split funding into different accounts.

MM, KK, and FM discuss immediate moving of funds.

DM I move we place the funds in a 3 month CD and then discuss the best rate option off the spreadsheet. KK seconded. The following discussion took place:

PC MM, I think that's a good idea.

AS Do we want to be more specific and name the bank?

DM What was the amount?

FM 670k.

DM I retract this motion and abstain from making a new motion.

KK moved that we transfer the \$600,000 to a 3 month CD with Western Alliance at 5%. DF seconded. No further discussion. Votes in Favor: KK, AS, DF, MM, JT, AP, NG. Abstain: DM.  
**Motion passes.**

FM and KK discuss how to make that transfer.

MM I will share my policy as well for your review.

AS I'll put that in the folder for our next meeting.

### Survey Results

DM We had 29 participants. We have more agreeable answers this year. I appreciate how we looked for areas of improvement. Was it helpful to see the results like this?

AS I'm happy to see the results however they come. I think my initial response was simply due to timing. It was right after school, and I just wanted a break. Now I've had some time and see it differently. It's good to get feedback and suggestions.

DF Shared ideas regarding education for the community, ideas regarding communication, DEI, professional development for board members. Establishing a feedback mechanism that's more structured. Evaluating board positions and so on. I can send that on.

DF I thought that was sensational.

AP I agree. I thought that was a good list. I'm passionate about parent education. I'd love to send out a survey about education to find out what they're needing and the timing. I have speakers willing to come, but we don't have a budget for parent education.

DF That sounds great.

KK What's the best way to work through that list?

DF I'm not sure about ranking, but some discussion would be great.

AS We already have our strategic goals, so I'd like to look at the list and our goals side by side and see what we'd like to do.

MM This is a complementary tool. We have a strategic plan.

DF This is based on feedback from the community, so absolutely, we should lay it alongside our goals and see what we should do.

KK MM, thanks for keeping us on track with that. I do think we should align it to our strategic goals.

DF, MM, and DM discuss strategic goals vs survey and survey timing.

DF and DM will meet to discuss the future of the survey.

## **Announcements**

KK The next board meeting is 09/20 at 6:30pm via Zoom.

FM Town hall options 8/30 or 9/6?

DF There's an EC meeting on 8/30. I'll be there on 8/30 anyway.

NG How many board members would you like there?

FM Just one, but we can have quite a few. It's a good conversation.

AS Board applications are coming up soon. Keep an eye out for announcements on parent square regarding the upcoming cycle.

KK moved to adjourn the 08/16/23 meeting. AS second. No further discussion. Unanimous vote in favor: KK, DF, AS, DM, AP, JT, MM, NG. **Motion passes.**

## **Closing Verse**

PC read the closing verse.

Meeting was adjourned at 7:50pm.

Prepared by AS on 08.16.2023.