

FGCS Board of Directors
October 8, 2018 Meeting

Board Members Present

Bob Hatt, Chair
Anita Zijdemans-Boudreau, Vice Chair
Steve Molin, Secretary
Roger Neyman, member
Jon Stagnitti, Treasurer
Robbie Pock, member

Staff Members Present

Vanessa Gray, Principal
Karen Torry, Director of School Operations

Voting Items

- August 2018 Minutes: The minutes were amended to reflect that Robbie, Roger and Steve agreed to meet to brainstorm and make recommendations for a more formal fundraising plan, not that they were forming an ongoing committee that Robbie would chair. Anita moved to approve the minutes as amended; Steve seconded the motion. Approved unanimously.
- Calendar Adjustment to Last Day of School: Jon moved to adjust the 2018-19 calendar to make Friday, June 7, 2018 the last day of school. Steve seconded the motion. Approved unanimously.

Discussion Items

- Fundraising Meeting Report: Robbie reported on the meeting she, Steve and Roger had recently. The group has an active brainstorming session. The goal was to generate and organize fundraising ideas: sources of funds, possible partners and important considerations, including administrative structures necessary to carry out the plan. Robbie shared several documents the group created to capture its work. The group recommends that each Board member rotate through service on the fundraising committee to ensure ownership by the Board and in recognition of the fact that no current Board members have fundraising expertise. Other ideas include developing/maintaining donor lists and alumni lists, raising the profile of FGCS in Forest Grove and other communities, staying mindful of creating additional work for already overburdened staff, respecting, fundraising for specific projects vs. operating fund. The group discussed the merits of having a standing fundraising committee v. having a

Board member whose assigned role would be to bring fundraising ideas to the Board. Vanessa advocated for a fundraising plan; Robbie suggested that a group of people probably needs to be convened to develop that plan. Roger said that wider involvement is needed to develop goals, guidelines and a plan. Vanessa suggested that it may be more expedient to recruit individuals to work on fundraising activities we already have or want to have: a year-end ask, an event such as the art show/cake auction and possibly a ticketed event that would include the wider community, which would require hiring an event planner. Anita recommended start-of-year communications about fundraising activities such as AmazonSmile, keeping the website fundraising page updated.

- Recurrent fundraising activities include: Fund Run, art/cake auction, Hagg Lake Mud Run volunteering, year-end ask letter.
- Board Recruitment: A board member application has been provided to a prospective board member.
- Amend Articles of Incorporation/Bylaws: The board discussed amending the bylaws to remove the requirement that at least 3 board members be current FGCS parents and removing the mandate of 7 board members. Vanessa and Karen proposed stating a minimum board of 4 members. The board directed Karen to prepare paperwork to amend the number of board members as a minimum of 4 and maximum of 9, and remove the requirement that 3 board members be parents. Karen will bring a resolution on this to the Board in November.
- Administrator (Principal) Performance Review: Anita and Jon worked on a performance review tool Vanessa found. The Board will complete the review based on the tool based on self-review and input from staff. The Board set January 31 as the deadline for completing the review.

Reports

- Administrative Board Report: The Board discussed the annual report card and test scores. Anita expressed dismay that students whose parents exercise their legal right to opt out of testing are listed as 'not met' rather than 'not participating.' Vanessa noted that this is statewide practice. She also noted that our scores overall continue to be strong, though that could change if participation rates drop further.
- Monthly Financials

The next Board meeting will be 6:30 p.m. Monday, November 12.

The meeting was adjourned at 7:52 p.m.

