

Scattergood Friends School  
School Committee Meeting  
Open Session Proposed Minutes - 24 July 2018

**Mission Statement**

**Scattergood Friends School challenges students with a college-preparatory curriculum, farm experience, a shared work program, and community living in the spirit of Quaker faith.**

**Present:** Laël Gatewood, Dan Schlitt, Bob Winkleblack, Lucy Marsh, Ruth Hampton (clerk), Karen Greenler, Rebecca Bergus, Bob Winchell, Roy Helm, Kent Tjossem

**Regrets:** Phil Henderson, Debbie Galusha, Ginny Winsor, Ann Robinson, Tom Wahl, Russ Leckband

**Staff Present:** Thomas Weber, Tim Schulte, Amy King Weber, Harold Jamison, Jenn Jansen, Paul Pressler, Miranda Nielson, Lisa Kofoed

Friends settled into silent worship in a timely manner. The clerk read a message:

*"If we remember those times and places -- and there are so many -- where people have behaved magnificently, this gives us the energy to act, and at least the possibility of sending this spinning top of a world in a different direction. And if we do act, in however small a way, we don't have to wait for some grand utopian future. The future is an infinite succession of presents, and to live now as we think human beings should live, in defiance of all that is bad around us, is itself a marvelous victory."*

Howard Zinn

Introductions: Welcome to Paul, and to Rachel and Peter, though they weren't present.

**MINUTE: The minutes of May 5<sup>th</sup> 2018, open and closed, were approved.**

Facilities –The committee met and reviewed Tim's list and worked on preventative maintenance. Tim is currently working on residential repairs. New legislation may not continue to grandfather us out of an otherwise required sprinkler system. Thomas is working with state officials to research the issue. Harold is working on vehicles and back-up generators. The east dorm still needs a water heater replacement and the Berquist House wall needs to be rebuilt and reinforced to keep out racoons.

Development –We met our annual fund goal this year and next year's goal will be similar. We need a writer to produce alumni stories. There is a new planned giving brochure to be sent to 60's and 70's alumni featuring Roy Helm and there are early plans for an alumni gathering in the DC area. Miranda is moving to Maryland but has a plan to work remotely through the fall campaigns until the new development person is on track. We will miss her but are grateful for her work here.

Spiritual and Community Life –Next year, 50% will be new students with all eligible returning students returning. The rising senior class is only 5 students but there is leadership there. East dorm will have mostly new sponsors. Summer camps are going well and planning for staff orientation is underway. A working group on staff/student conduct (Thomas, Paul, Rachel, Jenn, and Lucy) will work on clarifying expectations and the need for explicit boundaries. A policy should come out of these discussions that would need approval by the School Committee. The same four students will be making use of the gender inclusion policy this year.

Admissions – We have 28 students for next year and eight more who want to come: three were turned down for visas but are still trying, three international students are first-time visa applicants, and two are domestic.

Farm – This was the first meeting for the committee with Mark since fall. The chestnut/paw paw site has been prepared and the rescue donkey project is still upcoming. They will be “charismatic megafauna” for students to train. Mark is also exploring getting dairy goats.

**MINUTE: We approve, with joy, the 2018 farm report to IYM(C).**

Academic – The committee met with Paul and learned more of his impressive background. We are glad to have both an academic dean and a student dean. Paul is learning Gabriella’s processes regarding behavior slips, independent studies, and the registrar documentation. He is updating internal handbooks for consistency.

Consultation and Finance – We have more assets than outstanding debt, which is a strong base for a non-profit and will look good to a bank. We received an estate gift of \$124,000, which is still included in the balance sheet but will be taken out and noted separately until it is decided how to spend the money. The bequest committee (SC clerk, HOS, and Development staff) will decide on how to use this donation. Our line of credit is at zero and this summer we may not have to take out a line of credit for the first time in years. One of the Scattergood School Foundation donations and the Richard Taber estate donation are one-time only and we do not expect them to recur. However, the amount from the SFS Foundation will be larger than past years since the donor of a major Foundation fund has agreed to a larger annual allocation from that account.

**MINUTE: We accept the Operating Statement of June 30, 2018.**

Next year’s budget – Contracted Services goes from \$17K-\$40K for next year because Tim kept this year’s contracted services costs so low. Thomas is taking a voluntary salary freeze to allow staff to have nominal increases and the Admissions Director is being increased to more parity among administrative salaries, given the level of her work. Kim notes that the projections are conservative. Given the difficulty in getting visas for our international students, we cannot budget for international students, but we cannot give up on them either.

**MINUTE: We approve the proposed budget for 2018-2019.**

Proposed sub-committee assignments have been distributed but we will do a final approval after annual session via email. Proposed meeting dates are 9/22, 11/3, 1/12, 3/16 (Des Moines), 5/4, and the Tuesday of Yearly Meeting, with some question about changing the May date to the 11<sup>th</sup>. We can confirm dates via email with the confirmation of subcommittee assignments.

**MINUTE: We approve that Thomas, Paul, and Rebecca form an ad-hoc group to set the upper and lower end of high school tuition for 2019-2020 and bring it back to the School Committee in September.**

Thomas will send the HOS report for the IYMC out via email for approval. He spoke about the ISACS accreditation process. Last year we asked for a three-year extension, which was granted so we are currently on a 10-year cycle rather than a 7-year cycle. The head of the visiting team came to campus for a very successful visit and the team will visit as a group in late October and will focus on enrollment and finances.

Five-year budget proposal: We can’t assume an increase in the Foundation or Measey contribution by 3% per year so we will flat-line the projection. The budget is built on increasing enrollment by 6 students per year. The new programs (middle school and gap year program) are not included in this budget.

New programs: One additional person will be needed to run the gap year program. There is research from the U of I that shows solid interest for the middle school with tuition for a day program being \$8000-\$12,000. The plan is for both programs to begin in fall, 2019. We need 15 students to open the middle school.

There was clarity that we should ask the Yearly Meeting for an amount that is at the upper limit of what we think we would need (Note: it was later clarified that we aren’t asking permission from the Yearly Meeting because the School Committee is responsible for fiduciary decisions for the school. What we are asking of the Yearly Meeting is their support and trust.)

**MINUTE: The Scattergood School Committee approves the development of new programs including 1) merit scholarships to generate visibility, 2) the development of a middle school for day students, and 3) a gap-year program for under-resourced students admitted to Grinnell College.**

**The Scattergood School Committee approves asking IYM(C) to support us pursuing an \$800,000 mortgage to bolster Scattergood's traditional program (especially through marketing and admissions) while we build these new programs to increase and diversity our income and outreach, consistent with our mission and the ministry of the yearly meeting.**

The clerk moved the meeting into closed session.

Recording clerk,  
Karen Greenler