

Scattergood Friends School  
School Committee Meeting  
Open Session Minutes  
16 January 2016

**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:** Lucy Hansen, Phil Henderson, Dan Schlitt, Bob Winkleblack, Katherine Young, Ruth Hampton (clerk), Karen Greenler, George Bergus, Rebecca Bergus, Bob Winchell, Shana Wagner, Roy Helm, Russ Leckband, Gail Nelson, Lael Gatewood (by phone)

**Regrets:** Doyle Wilson, Ginny Winsor, Lucy Marsh

**Staff Present:** Alicia Streeter, Louis Herbst, Thomas Weber, Catherine From, Mark Quee, Cindy Oliverius, Amy King Weber, Tim Schulte, Jody Caldwell

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

*"Friends come back from their worship with a new sense of ordination, but not the ordination of human hands. Something has happened in the stillness that makes the heart more tender, more sensitive, more shocked by evil, more dedicated to ideals of life, and more eager to push back the skirts of darkness and to widen the area of light and love."*

~ Rufus Jones

**Note:** Russ will coordinate our next meeting at Des Moines Valley Meeting House on March 12, 2016.

We have been advised by the representatives at US Bank in West Branch, IA to close the Safety Deposit Box due to the now national bank's new rules about required paperwork.

**Minute:** Scattergood Friends School Committee, as the governance body of Scattergood Friends School, approves Thomas Weber and Cindy Oliverius to close the school's Safety Deposit Box at US Bank in West Branch, Iowa.

**Minute:** Scattergood Friends School Committee, as the governance body of Scattergood Friends School, approves opening a Safety Deposit Box at Hills Bank in Iowa City, Iowa. The Head of School (Thomas Weber), Clerk of the School Committee (Ruth Hampton), and Business Manager (Cindy Oliverius) are approved to open the box and be signatories.

**Minute:** We approve the open minutes of our meeting on November 7, 2015. No closed minutes were recorded.

We joyfully heard reports about the fascinating goings-on at the school. The Academic Subcommittee reported about Scattergood-Goes-to-School. Three School Committee members followed the school day, visiting classes, participating in meals, and doing crew. All School Committee members are encouraged to do this and there are two more visiting days planned. Louis reported on the various exciting classes that students are engaged in, including the Advanced Biology class that is using the DNA

sequencer to analyze purchased produce to find GMO markers. Louis will be leaving us at the end of this school year. Much praise for his work in documenting and focusing the academic program and his work with the teachers was shared. The Development Subcommittee reported that the Annual Fund is going well. Though donors are giving smaller amounts, there are more of them, and this growth of donor base will be helpful. Together the Development and Admissions Subcommittees reminded us that sponsoring a student's tuition is a way to help bring students in. Another option is to donate to our Student Tuition Organization which awards a very generous tax break. The Admissions Subcommittee reported that we are still waiting for two accepted students to arrive from Tanzania; they awaiting visas from their home government. Search Engine Optimization (SEO) work continues, and it has been fruitful. Over 1000 clicks on our ad generated several inquiries. More work on best messaging and keywords is being done. The Facilities Subcommittee reported on their campus walkthrough. Much work has been finished, but concerns continue about the state of the buildings. Mold issues in half of the duplex are being addressed by an outside contractor with knowledge of remediation. Other repairs to increase airflow in both sides of the duplex are being completed by Tim. Spiritual and Community Life reported that conversations continue about welcoming transgender students. Catherine looks forward to the spring and working to build on the strong community that has been shaped by the students and faculty in the fall and winter.

The Consultation and Finance Subcommittee reported that the Year End Financial Review was completed by Latta-Harris. This year's audit includes a section in which the monies from the Scattergood Foundation and Scattergood School are separated for individual analysis. There is a discrepancy between the auditor's report and the year-end report completed by the school. Consultation and Finance recommends accepting the auditor's report and believes that the discrepancy may be due to the transition. They expect that this year's end of year report will not have the same discrepancy.

**Minute:** We accept the 2015 Year End Financial Review Report provided by the accountants Latta-Harris.

The school did experience an increase in their Worker's Compensation insurance as well as health insurance. These two increases are shown in the increase in payroll expenses.

**Minute:** We accept the Operating Statement as of December 31, 2015.

**Minute:** We approved by email, contingent on suggested corrections, the Emergency Plan called the Memorandum of Understanding Between Scattergood Friends School and West Branch Community School District dated January 2016.

Thomas provided the memorandum to the West Branch School Board and it was accepted. A mirror agreement will be created to allow West Branch to use our facilities in case of emergency. Thomas and Tim will be using the Incident Management System to determine flow of information both within and outside the campus.

Thomas reported that he is working to craft the job description for Academic Dean/Assistant Head, with which he hopes to attract a candidate who can help with the strategic plan as well as continuing the work of supporting the incredible academics that are happening today. He is also working to spend more time off campus in development and admissions work. He is pleased to report that he has been accepted as one of the committee members for Olney Friends School's accreditation process. He looks forward to this opportunity to learn as much as possible about their school and share his learnings. Thomas and Cindy are still working on a proposed budget for 2016-2017. They will present a completed plan at the March meeting.

Thomas provided us with information about Student Tuition Organizations. He is continuing to learn more about how the fund works. Currently, several schools are organized together, including Scattergood Friends School, Iowa Mennonite School, and Maharishi School. People can donate to the organization and schools receive an amount from the fund. Thomas reports that the director of the fund is very conscientious and that most of the donated monies goes to the schools, though if a school has received its allotment for the year additional donated funds may be given to another school in the organization. Thomas will continue his research into the organizations and will be able to answer more questions at the next meeting.

The clerk adjourned the open meeting to proceed into closed session.

Respectfully submitted,  
Katherine Young, recording clerk

**Next Meetings:** March 12 (Des Moines), May 14, July 26