**RIDGEWOOD SCHOOL ASSOCIATION**

**Board Meeting**

**January 26, 2023**

The meeting was called to order at 6:35 p.m. by President Adam Russell.

**Present:** Corwin Georges, Adam Russell, Bill Brougher, Heather Cunningham Afshan Syed, Scott Thacker, Rob Young, Melinda Reardon, Marta Wojcik, Margaret Roark (7:30), Aliya Ranginwala (Head of School)

**Absent:** Humera Umerani, Tariq Rizvi, Jeanne Lampe

The November 2022 minutes were approved with the following correction

Corrected the spelling of two names.

***Motion to approve made by Corwin Georges and seconded by Afshan Syed, motion carried.***

**Finance:** Treasurer, Rob Young presented the 6-month finance report which ended in December 2022. He reported that we are ahead of last year in revenue and about even with expenses. He will be working with the Head of School to determine a future tuition structure to be presented in March, and a budget for the upcoming year to be presented in April. Rob reviewed the 990 for last fiscal year ending in June 2022. This will eventually be posted on “Guidestar” with the Schedule B names removed.

***Motion to approve 990 made by Rob Young and seconded by Corwin Georges, motion carried.***

**Development/Alumni Relations:**  Both the development and alumni relations reports were emailed to the board members in advance. Copies of the Ridgewood Fund and Business Partners in Education reports were distributed at the meeting. If any board member knows someone on the list that has not renewed please reach out to them, as well as communicate with each other who you are contacting.

It was reported that the legacy brochure is complete. Sarah McPherson from the Springfield Foundation may attend the March meeting to discuss legacy giving. The board is planning a mixer around the first weekend in June to invite potential legacy givers. We are currently looking at possibly the 10th or 11th of June. Scott Thacker indicated he would like to attend.

Scott thanked Corwin Georges for taking a history book to Scott Krisner’s office for his coffee table. Afshan Syed also thanked Corwin for the wonderful newsletter that was recently mailed.

Head of School, Aliya Ranginwala reported she has hired a new development director, Shanna Huslig, on a partial year contract. The interviewing team thought she was a strong candidate. Shanna’s daughter will be transferring to our preschool.

Heather Cunningham reported that the date for this year’s Hearts & Hands auction is set for May 12, 2023. The auction committee met and decided on the theme: “*There is no place like home – Ridgewood School”*. The students are creating Valentine’s Day cards using our Cricut machine with the help of Kristyn and Rebecca Konecki, the gifted tutor. Also, for the auction the students are going to make some cards to be included in one of the auction baskets. The committee is also working on destination packages, possible sports tickets, and other large items for the live auction. Scott indicated he is willing to donate his condo in Palm Springs for a week as part of a destination package.

Corwin stated the need to identify the distinguished alumni and honorary alumni in March to be honored at the fall Alumni Dinner.

**Head of School Report:** Head of School, Aliya Ranginwala emailed her report in advance. She reported that the science Fair went very well; we were able to hold it in-person at the school after 2 years of being virtual. We were also able to procure a wide variety of judges for this event. A total of twenty-six students participated in sixth through eighth grades, and nine students received a superior rating.

Aliya reported that she and Kristyn Keriazes are working on the new website and now have a design that is appealing. Currently working on additional “bells and whistles” so it will look amazing. They will be meeting weekly with the designer to complete the design.

Our initial meeting with “Bloomerang” has been rescheduled for this Monday, Jan 30.

Also, our updated emergency plan was finalized and submitted to ESC prior to the winter break. We are planning for a lockdown drill in the next few months. It is believed we have a good procedure but we need to practice. A question was posed regarding specific details of the lockdown drill. Aliya stated this will be a generic “lockdown drill”. She will send a communication to the parents prior to the drill with what to expect. She reported we have a fire department box with a key so they can enter our building, and plan to give key fobs to the police department as part of our safety plan.

We have had some student changes, some have moved away, and we have added 2 new students.

She also reported that we are looking into transcendental meditation training for our teachers. We had a gentleman come from Columbus to discuss this technique. We are currently exploring staff interest. Scientific research supports the benefits of this meditation technique and it has been implemented in other school settings.

**Governance:**  Marta Wojcik stated they will be following up with new members to complete the board member skills grid. We will be losing three members in 2024 and will need to identify three new members to replace them. It was also stated that we are currently down one member and should address adding an additional member this year. We also need to identify the upcoming Vice President, and we also need to insure that each board member is involved in a committee, and the committees need to meet regularly. Marta will communicate the current membership for each committee.

**Old Business:** None.

**New Business:** There will be no meeting in February. The next meeting is scheduled for March 16, 2023 at the school.

***A motion to adjourn the meeting was made by Rob Young and seconded by Bill Brougher.***

**The meeting was adjourned at 7:49 p.m.**

Respectively Submitted,

Christine Reynolds