## Minutes from July 10, 2023 Meeting:

### Attendance and Call To Order

Virtual via Google Meets

Chair: [Ryan Hill](mailto:ryan.hill@lhuf.org)

Board Members: [Katie Brown](mailto:katie.brown@lhuf.org),Leslie Hamilton, Elizabeth Uzzell, Kim Elliott

Others: [Maureen Capillo](mailto:mcapillo@sterlingmontessori.org)

Meeting was called to order at \_\_4:00pm\_\_.

### Agenda

* Our goal in this meeting is to confirm our recommendation for the board to move forward with an engagement.
* 180 Studios Proposal Attached: [Sterling Proposal.pdf](https://drive.google.com/file/d/1TVNYIDmNGn7rA7RLQxGxoALsGB1oXjjb/view?usp=drive_web)

Overview of Considerations:

* Timing: Our Strategic Planning process to run approximately 10 months from October to July 2024 with a kick off during our October retreat.
* Scope: Three phases from Seeing the Stars, Naming the Outcomes and Mapping the Pathways.
* Fee: The fixed fee for this work is $38,000, not including travel and materials costs.
  + The fee accounts for approximately one on-site visit each month for the duration of the project, complemented by a series of hourlong virtual sessions.
  + For additional work, 180 Studio’s hourly rate is $175, and their daily rate is $1,500.
* A second component to the proposal for a Campus Master Plan at a fee of $25,000. (not being recommended at this time)

### Discussion Items: What questions or concerns are there about the presentation or proposal from Sam and Bobbi?

* The overlap of the Strategic Planning process with AMS accreditation next steps. What is the impact on Staff and operations to be aware of?
* We have engaged with NC State for our grounds master plan, how does this work fit within the Strategic planning process?
* Is the committee in agreement to move forward with Sam and Bobbi to facilitate our Strategic Planning process?

### AMS Accreditation: Maureen is leading this work and meeting monthly with the representative committee. Self study is still planned to begin for Spring.

Summary:

We have an overarching strategic effort with multiple components including, the grounds masterplan through engagement with NC State Design Natural Learning Initiative, our strategic planning process with 180 Studios, Sam Chaltain and Bobbi MacDonald, the AMS Accreditation self study (Spring 2024) and development efforts to support all of the work.   
  
The committee discussed, at length, the multiple efforts ongoing and the proper expectations for staff and the community. Each of these efforts (NC State, 180 Studios, AMS) will run concurrently and with an effort to be in harmony rather than separate or competing. Where joint stakeholder sessions can be held, we will do so. Communications will pull together each of these elements into a single vision for the future to avoid confusion and show how the work is all connected. It will require engagement from the community and we are committed to outreach and high engagement.

After our discussions, the committee is recommending that LHU and Sterling enter an engagement with 180 Studios to facilitate our Strategic Planning process to begin with our October retreat. The engagement would continue for approximately 10 months with in person visits to campus expected every other month for various stakeholder meetings in each of the three phases with a budget not to exceed $48,000.

### Closure and Next Steps:

### Meeting was adjourned at \_4:51p.

Action Items:

* Present to the board and move to approve the engagement with 180 Studios for Strategic Planning consulting to begin in October 2023 for approximately 10 months with costs not to exceed $48,000 for fees and expenses.

