

Director's Report
 Serendipity Center
 February 2020

Enrollment Update

2019-2020 Projections Reflecting 2/7/20	
Currently enrolled	99
Start date set	2
Admissions in process	4
Possible referrals (districts in discussion with Serendipity Admissions or parents requesting a tour)	
Wait List	
Placements at risk	1
Likely Enrollment	104
Budgeted annual average enrollment:	101

Program Update:

Enrollment is still below budget. We are, however, confident that we have enough in process to make up for the dip in enrollment for December and January.

We are presently experiencing some unexpected staffing challenges. Most notably, one of our SPED Coordinators, our Lower School Communications Classroom Teacher, and one of our Assistant Directors, Jelena Doney have all accepted positions elsewhere. We are thoughtfully working on short-term coverage of key duties, while simultaneously taking the opportunity to evaluate what the best plan forward looks like for these positions. Additionally, we continue to cover for a teacher who is out on a WC claim, with an expected return of mid to late March, and our Registrar who is out on a medical leave of absence. Finally, we unfortunately made the tough decision to terminate the employment of our Tier II Coordinator after a concerning incident involving inappropriate use of physical management and inaccurate reporting that benefited the employee. Though this was a difficult decision, we believe it to be the right one. These vacancies are not insignificant, and our team is really pulling together to ride out these transitions.

Finance Committee Update

The Finance Committee met on February 5th to review and accept the December 2019 financial statements. These are summarized below:

Net earnings for December 2019	\$34,810
Net earnings for December 2018	\$247,074
Budgeted net earnings for December 2019	\$45,170

Net earnings year-to-date 2019	(\$139,341)
Net earnings year-to-date 2018	\$74,799
Budgeted net earnings year-to-date 2019	(\$236,449)

Overall agency net income for December 2019 is \$34,810. This years' December net income is much lower than last year's net income of \$247,074, due to the Meyer Memorial Trust Grant for \$180,000 being report last year. Also, there were higher expenses this December due to the Convergence Network IT contract and final payments to Gary McGee & Co. and payments to Bob Carus for work performed.

The cash status report indicates excess working capital as of 2/4/2020 of \$748,349. I have also attached a financial report fondly called the Blue/Yellow report. It enters actual financial performance from July 2019 through December 2019, and predicts year-end profitability assuming January 2020 through June 2020 adheres to budget. The prediction is \$169,912, before any adjustments. It is too early in the fiscal year for this to have deep meaning and it is unlikely we will adhere exactly to budget. However, it does demonstrate the impact of high fall enrollment.

We are still awaiting results of the 403b pension audit.

Next up for the Finance Committee is the drafting of a second Investment Policy, this one aimed at specifying considerations for investing Serendipity's assets. The existing Investment Policy governs how Serendipity manages and monitors employees' investments in the 403(b) plan.

Fundraising Update

See Caron's Development update and the attached grant update.

Program Advisory Committee

On Thursday, January 30th, we welcomed over 40 guests to the 2020 YO Breakfast in the Village Ballroom in NE Portland. There was a wide variety of attendees, ranging from longtime Serendipity donors and friends to local educators, and business people in the broader community. After a delicious breakfast, Belinda Marier, Serendipity Center Executive Director, welcomed the group and showed a new video highlighting the Growing Minds Garden. (This video was created for the purposes of the breakfast, but is evergreen and can be used on the school website.) She then introduced the topic: "A Time to Heal: Cultivating Resiliency through a Therapeutic School Garden." Nicolas Townsend, Serendipity's Garden Coordinator, spoke first, engaging the audience with a hands-on activity relating to the term 'Sanctuary' and then addressing the "why" & "how" of therapeutic gardening at Serendipity, including best practices. Jackie Trussell, Serendipity's Treatment Director, followed by looking at Therapeutic Gardening through a mental health lens. After a Q& A with Nicolas and Jackie, Board Member Lori Silverman closed the morning's event with a few words regarding Serendipity's mission and

why it is so important to support the school. All in all, it was a great turn-out and feedback regarding the subject matter has been positive and affirming.

Capital Committee

As of this week, several in-person meetings with legislators, senators, and staff in Salem have either been scheduled, or have occurred regarding Serendipity's lotter dollars proposal. A HUGE thank you to Erika, who was instrumental in making this happen. On Wednesday the 5th, Belinda and Erika traveled to Salem and met with Senators Betsy Johnson and Elizabeth Steiner Hayward, and (no surprise) did an incredible job communicating the project. In the words of the lobbyist assistant that attended the meeting with them, "it just doesn't go any better than that."

In the following week, an enormous thank you is extended to Wendy, who accompanied Belinda to Salem on three different times to either meet with legislators or offer public testimony. Meetings will continue, and optimism continues to grow about our chances to secure funding.

Previously Tri-Met had set a meeting with Belinda and Matty to present their purchase offer for our corner, but cancelled at the very last minute. The representative who cancelled explained that Tri-Met had withdrawn their approval of our offer without explanation. We later learned that Tri-Met is reevaluating the design of the corner, and possibly will not need as much as originally thought. They are in the process of redesigning. Serendipity communicated that expansion of the sidewalk along division to the end of our property needs to be part of their offer, and they agreed to consider. We will provide an update as soon as we know more.

Work with our new IT managed Service provider continues to move forward. Several projects have been completed, and several more on the horizon. Completed projects include the installation of a new firewall, and new data back-up plan. Next on the agenda are migrating Sage/Accpac to the cloud, redesigning and cleaning up Serendipity's electrical closet, and converting to office 365, and converting our aging phone system to a cloud based VOIP system. This investment in our IT infrastructure is labor intensive, but also overdue.

Attachments

- 2019-2020 Grant Report is included with December financials

