



Board of Directors Board Meeting

September 19, 2023 6:00pm at Mountain Song Community School

Minutes

<https://us04web.zoom.us/j/71874817156?pwd=V2c1N1BzeGNNcHJlEV3RsV25PRENSZz09>

Mission: Mountain Song Community School, as a member of the Alliance for Public Waldorf Education, is a public charter school that utilizes developmentally appropriate holistic education to nurture the body, mind, and heart of each student.

Attendees: Teresa W., Brooke S., Katie H., Becky M., Chugrad M., Drew B., Ashley P., Adam W.

Absentees: Jacob C.

Public: Tyler D., Shannon G., Michelle F.

6:00 I. Convene Meeting (check quorum)

a. Welcome/Reading of Mission Statement

6:15 II. Approve Agenda

6:02 Drew moves to approve agenda. Ashley seconds.

6:16 III. Consent Agenda (associated items in Meeting Folder)

- a. Approve Minutes from 8/25/2023 Board Meeting
- b. Acknowledge receipt of August 2023 Financial Report
- c. Acknowledge receipt of Draft FY2023 Audit

6:03 Ashley moves to approve consent agenda. Chugrad seconds.

6:25 IV. Public Comment - The Public Comment period is an opportunity for the public to provide comments, opinions, or observations directly to Board members. It is not intended as a forum for debate or discussion and each speaker is limited to 2 minutes. Protocol prevents board members from addressing speakers or their comments during the public comment section of the meeting. The Board will hear comments and may direct action or follow up immediately or in a separate session as appropriate. Please refrain from personal attacks or the naming of any individuals. Please refrain from airing grievances as grievances require a separate protocol.

6:04 Tyler- Looking for 100% participation for donations.

6:40 V. Continuing Business

- a. Presentation on MSCS financials – Shannon Grant

6:05 Shannon- reviewed financial documents

- b. Overview of draft FY23 financial audit – Shannon Grant

6:17 Shannon- reviewed audit from August 14th. Will submit this draft by end of September. Final draft due October 14th. Confident in numbers reviewed. Tom will be at October Board meeting to answer questions, let Shannon know if have any questions.

- c. BEST Grant Update – Michelle Fisher

6:26 Michelle- Meeting with design build team regularly- working well together, moving design forward. Reviewed meeting progress. Discussed build along with Ag arts curriculum. Friday- looking at kitchen design. Made decisions around elevator- lift for entry in existing building, elevator in addition. Discussed plans for summer with working through challenges- supply shortages/delays- chiller, steel, transformers. Working on plans to incorporate materials when they arrive. Upcoming weeks- planning and zoning, working with CSI food service consultant.

d. Executive Director Monthly Report

6:40 Teresa- Gary- need facility manager- included his report- sitting in design meetings, providing feedback, working well with families, getting things done; off to good start of year; looking at enrollment data- will keep Board posted in October- still enrolling until end of September.

e. Staffing Update

6:48 Teresa- secured social worker- Winie Scott- delivering services for students on IEP's, very knowledgeable, building good relationships with students; math teacher- in hiring process- Osman Yuksel- will be starting Monday. Still looking to hire one additional paraprofessional.

f. Board Committee Reports-

6:56 reminder for committee chairs to put meeting reports in the monthly board meeting folder. Write a quick blurb to send out with board communications.

g. Review Controlled Document Catalog

7:03 Brooke- document not in the meeting folder. Brooke went over the description and let everyone know where to locate the document.

h. Review Board/Committee Goals

7:05- Brooke went over the Strategic plan document and shared how committee chairs can support these goals within each committee.

i. Vote to Approve Updated Grievance Policy- Amended :Vote to table updated grievance policy language, Chugrad motions, Ashley seconds. Passed unanimously.

7:10- Brooke brought up CSI and making sure we align with them on the policy. Becky mentioned postponing the vote until we can do our due diligence and perhaps bringing in Tom McMillen from CSI, Drew agreed to wait and make sure the language is clear, Ashley also feels like we should hold off and create clarity around the Board President's role and including CSI as well. Teresa mentioned our communications policy and possible crossover.

j. Charter Contract Renewal Progress Update

7:20- Teresa will be highlighting our social emotional programs for the site visit on Sept 28th. This meeting includes 20 minute panels for the different groups to present. The next meeting after that is Oct. 17th and we will be presenting in person to the CSI board.

k. Schedule Semester Board/Faculty Meet and Greet

7:29 In person meeting. This is an informal meeting where the Board president might make a few remarks then we socialize and get to know each other while enjoying food. Tentatively Nov 9th

l. Schedule Board Town Hall

7:29- Poll the community to see if we should do this in person or on zoom. If in person we will not be providing childcare. There was discussion regarding sound equipment. Will be held Nov 28th from 6-7 and we will allow for questions to be asked prior to the meeting.

m. Board Training Module

7:52 -Brooke asked Jennifer to clarify that we start over with the trainings every year.

n. Annual Board Non-Discrimination Training. <https://resources.csi.state.co.us/cde-annual-non-discrimination-training/>- make sure everyone completes this yearly

o. Action Item Review

8:00 Reviewed action items

8:05 **VI. New Business**

- a. MSCS Building Corporation Report-

8:05 Patrick is president, Jennifer is on board and Drew will be joining. Jennifer updated us that they will be meeting soon. There are some submission deadlines coming up soon. There is need to reorganize when [Patrick Cush](#) steps down. CECFA will be coming into town the same day as our site meeting from 2:45-3:30. We should have Board members present to visit at this time on Sept 28th.

- b. Vote to Approve Supplemental Budget for MSCS Building Corporation.

8:10 Drew motions and Chugrad seconds, approved unanimously.

6:22 Shannon- reviewed supplemental Budget schedule for Building Corporation. Discussed with Finance Committee.

- c. 2023 Preliminary School Performance Framework - Performance Rating

8:11- Teresa gave overview and explained how opting out of testing impacts scores. We want to add this topic to the town hall.

- d. Administer Oath of Office to Chugrad McAndrews

8:20- Chugrad completed his Oath.

8:23 **IX. Adjourn Meeting**

Ashley motions to adjourn, Chugrad seconds. Unanimously approved.

Upcoming Dates Review

- a. Upcoming MSCS Staff Meeting: Thursdays 3:45-4:45 pm
- b. Next Board Meeting: October 17th, 2023
- c. Parent Circle Meeting:
- d. Governance and Policy Committee: 4th Monday at 4:00 pm
- e. Family Engagement Committee (SAC):
- f. Fundraising Committee: 2nd Tuesday at 6pm
- g. Executive Director Support and Evaluation Committee:
- h. Executive Committee:
- i. Finance Committee: October 13, 11:00 a.m.
- j. DEI/Multicultural Committee: September 27th 3:30-4:30