



## **Board of Directors November 2019 Board Meeting**

November 19, 2019, 6:00pm at Mountain Song Community School

Governance Meeting

Minutes

*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: Aubrey F, Tina H., Scott D., Teresa W., Dan K, Sarah K.

Absentees: Hilary Hoekenga

Guests: Amber-Joy Tacey, Cari Hanrahan, Amy & Mike Niswonger, Nicole D., Denise M.

Convene:

### **6:00 I. Convene Meeting (check quorum)**

- a. **Welcome/Reading of Mission Statement**
- b. **Check In: favorite color**

### **6:15 II. Approve Agenda**

Move to approve agenda: Aubrey, Second Scott

Approved unanimously

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

- a. Approve Minutes of 10/15 and 11/5 meetings.
- b. Acknowledge receipt of November 2019 financial report

Move to approve the consent agenda. Move to approve Aubrey, Second Tina.

Approved unanimously.

**6:25 IV. Public Comment** - Time limited to 2 minutes per speaker. Opportunity for public to provide comments, opinions, or observations direct to Board members. Please refrain from personal attacks or airing grievances: will refer all in attendance to the Mountain Song grievance policy for information. Not intended as a forum for debate or discussion. Board will hear comments and may direct action or follow up immediately or in a separate session as appropriate.

Amy W: Building review.

Amber-Joy: Board meeting schedule

Denise: PC question. TW: The Board is responsible for everything that happens in the school. Further discussions about PC decision.

### **6:40 V. Continuing Business**

- a. Executive Leadership Team (ELT) Update (Verbal)

Principal. School feels stable. Dean of students is amazing. Teacher self-evals. Plan for professional development. Align their goals with Waldorf training goals. A lot of mentoring going on. Summer training dates almost locked in - last of June/first of July. ELT Update on gifted & talented child assessment; how many students? What additional resources are they getting? Claudia working with teachers to discriminate. Operations: need to replace kindergarten assistant. Working on Budget. Got final numbers for revised budget. Performance: 330 FTE - 371 students overall. 21 from J&H Academy. Budget looks pretty balanced. Finished UIP - will put on next Board agenda. Ad in Indy; Youth symphony. Need to focus on getting middle school math scores up.

b. Action Item Review

- i. Managing Historical Documents – contact Eric Hall. Assignee: Bill. Due Dec 31st. (2019-09-14:02) Status: Complete. All access is okay.
- ii. Find/Archive past Board membership agreements. Assignee: Bill. Due Dec 31st. (2019-09-14:04) Status: no action.
- iii. Review existing policies. Assignees: All per assignment sheet. Due: 12/31 (2019-09-17:04) Status: *Bill and Aubrey to initiate discussion to possibly change schedule (and assignments) so that Board reviews one at time together, as scheduled in work sessions in the preassigned agendas for the year...* A->Bill put together plan.
- iv. Review current charter and Bylaws- due by end of the month. Assignee: Aubrey. Due: December 3 (2019-10-01:02) Status: have meeting set up to review bylaws.
- v. Charter Renewal Application Outline. Assignee: Bill and Teresa. Due: TBD. (2019-10-15:01) Status: No action.
- vi. Aubrey contact Anastasi at CSI about alcohol-related fundraising events. (2019-11-05:01) Status: There is no CSI policy for fundraising - it's up to us and our policy. Need a policy. Aubrey will draft a policy.
- vii. Bill will contact Cari Hanrahan about CC student participation in Board (2019-11-05:02) Status: Complete
- viii. Bill send Board application and handbook to PC reps. (2019-11-05:03) Status: Complete.
- ix. Aubrey Report on what she learned about BEST Grant from assigned CDE Rep. Status: We're not eligible because we don't own the land. We aren't eligible for a lot of reasons. AF continuing to look for other opportunities for funding.

c. Committee Reports

written reports already submitted.

d. BEST Grant Update (Aubrey)

Already covered.

7:15 **VI. New Business**

- a. Cari Hanrahan of the Non-Profit Initiative (NPI) at Colorado College to introduce and talk about student representation on the Board.

Completed earlier in meeting: Cari: introduced herself and the CC program.6:24

- b. Board Document Management Practices (Bill)

Intro to document management practices. Brief overview.

- c. Discuss idea to schedule board training modules in work sessions, to be scheduled/prepopulated to agendas for the year; as well as the schedule Pedro created for items to attend to throughout the year

Bill will set up training modules for Dec. 3<sup>rd</sup> meeting

- d. Regarding a Board Study/Proposed Assignment for All Board to familiarize themselves with the Target School Model: President sent email to Futures Committee on 11/19 requesting Middle School study be completed, attrition rates, #s on waitlist, etc.. Teresa expressed concern for workload, to which Aubrey offered volunteer support ready from a PC Committee; Sarah suggested that much of the requested data/information can be pulled from SAC Cmt work.

7:55 **VII. Upcoming Dates Review**

- a. Upcoming MSCS Staff Meeting 11/21 - Board Rep Aubrey
- b. Next Board Meeting/Work Session 12/3

7:55 **VIII. Review and Vote on Tonight's Minutes**

Postponed until next Governance meeting

The president concluded the meeting by introducing a letter received by the Board and presenting the contents of that letter. The letter expressed concerns over the school leaving the current facility. The Board acknowledged the concerns as valid and will use those concerns to inform future communications about the progress and planning for a new school facility.

8:00 **IX. Adjourn Meeting**

New Action Items:

- Put together a plan for policy review. Assignee: Bill. Due: tbd (2019-11-19:01)
- Draft policy on fundraising limitations. Assignee: Aubrey. Due: TBD. (2019-11-19:02)
- Update on Gifted/Talented students. Assignee: ELT. Due: TBD (2019-11-19:03)