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April 13, 2015 MSCS SAC Minutes

*Members Present: (Please check this list to make sure all mentioned were in attendance)*

Nate Siebert  
Debie Bennett  
Sarah White  
Sandra Benning  
Angelita Surage  
Jennifer Barnes  
Mary Ann Corey

First order of business was to provide an update:

1. We completed the requested task for the CSI March 31st letter, Item #2. (Exhibit A)
2. The post for Executive Director has been made to several websites (Exhibit B, Exhibit C)
3. The Rough Draft for the Executive Director Job Description is on google docs. for any further modifications.
4. The Pedagogical Coordinator job has been posted to several websites. (See Exhibit D, Exhibit E) Pedagogical Coordinator job description are on google.doc for further comment
5. The Executive Director Hiring Committee and the Pedagogical Hiring Committee will now take over the hiring process.

New Business:

MSCS SAC reviewed the legislative mandates for SAC charter schools and discussed the priority items. We will ask the MSCS BOE for further guidance on tasks they deem to be top priority.

We also discussed recruitment of members. We have two parents, a community member, the director, a parent council representative, a teacher, and the registrar. We need one more parent/ guardian. Two parent/guardians will be invited to the next meeting.

The next meeting was scheduled for Monday, May 4, 2015.

## EXHIBITS

### Exhibit A

TO: MSCS Board of Directors; MSCS Interim Director FROM: MSCS School Accountability Committee

SUBJECT: Process and timeline for MSCS Executive Director search; SAC member bios DATE: 27 March 2015

On March 24, the MSCS Interim Director called for a meeting of the SAC to begin building a process for recruiting and hiring for the position of MSCS Executive Director. On March 26, the SAC convened and articulated the following process. In attendance were Debie Bennett, Mary Ann Corey, Sandra Johnson-Benning, Shannon Lang, Nate Siebert, and Sarah White. SAC member bios can be found on page 2 of this memo.

#### Process

Between March 27 and April 5, the SAC will gather input from MSCS staff for drafting the Executive Director job posting. On March 27, the SAC will email the MSCS staff to ask members to articulate (1) the qualities and characteristics they would like to see in an Executive Director and (2) their own articulation of the school, its mission, and its vision. research best practices in recruiting and hiring Waldorf and public school leaders. On April 6, the SAC/Hiring Committee will convene to review staff input and to draft the job posting for Board approval. On April 10, with Board approval, the SAC/Hiring Committee will post the job to the MSCS website, to local and national educational websites, and to national Waldorf websites. On April 13, the SAC/Hiring Committee will convene to develop a set of criteria for candidate evaluation based on staff input and on research into best practices in recruiting and hiring Waldorf and public school leaders. After April 13, a Hiring Committee will take over the remainder of the hiring process. Hiring Committee members will be expected to keep the process transparent and will be expected to recuse themselves from the hiring process for candidates with whom there may exist a conflict of interest. Beginning April 20 and ongoing the Hiring Committee will convene to screen applications. By May 8, the Hiring Committee will schedule initial interviews (to be conducted on-site or remotely) for its top candidates. During the week of May 11, the Hiring Committee will conduct initial interviews with its top candidates. At the end of the week, the Committee will schedule in-depth on-site interviews with the top candidates who pass the initial interviews. During the weeks of May 18 and May 25, the Hiring Committee will conduct 3-day, on-site interviews with its top candidates. On the first day of each candidate's visit, the Committee and the MSCS staff will conduct extended in-person interviews with candidates. On the second day, the candidate will observe MSCS classrooms, programs, and school operations. On the third day of each candidate's visit, the candidate will meet separately with: administration, faculty and parent council. On June

1, the Hiring Committee will convene to review its on-site interviews and to draft its hiring recommendations to submit to the Board.

#### SAC member bios

Debie Bennett earned a BA in English/Speech at Northern Illinois University and an MA in English at Miami University in Oxford, Ohio. She taught journalism, literature, speech, drama, and grammar at Manitou Springs High School from 1974-2005. Her 18 years as English Dept. Chair and 15 years on the Principal's Advisory Committee offered many years of collaborative decision making experience. In 2004-5, she co-chaired the North Central Accreditation Committee which heightened her interest in accountability and accreditation. She has taught education and English classes for teachers on leave at Pikes Peak Community College and Regis University, Colorado Springs. As a mentor to several teachers and student teachers over the years and a supervisor for Regis University's student teacher training program, Debie has had varied interactions with many teachers in the Colorado Springs and Manitou Springs areas. Her interest in educational methods and philosophy prompted her to join the Mountain Song Community School's Accountability Committee in December, 2013.

Mary Ann Corey earned a Juris Doctorate from California Western School of Law, a Masters of Education from the University of Missouri St. Louis, a Bachelor of Science in Education, and a Bachelor of Science in Special Education from Quincy University. Mary Ann was an educator for 13 years. Last year, Mary Ann returned to the classroom. She stepped in to fill a vacancy at MSCS and taught second grade from February to May 2014. Mary Ann has been a licensed attorney since 2002. Her focus has been serving through non-profit organizations. Education policy continues to be a top priority.

Sandra Johnson-Benning is a long time Montessori Educator, having taught in schools in Austin, TX, and Santa Fe, NM. She is currently the founder of Montessori Prep, a successful toddler program in Colorado Springs, CO. She carries the American Montessori International Certification, as well as a certification in Permaculture. Sandra has been instrumental in the formation of Mountain Song Community School and currently serves on the MSCS Board of Directors. Sandra serves on the SAC as a board representative.

Shannon Lang has a BS in Elementary Education from Ashland University in Ashland, OH. She taught in mainstream elementary education classrooms for twelve years and is in her second year as a Waldorf class teacher at Mountain Song Community School. Throughout Shannon's professional career as an educator, she has served on several hiring committees, including ones for an elementary art teacher, an elementary principal, several grade-level teachers for both public and charter schools, and the previous MSCS Director. Shannon actively participated in teachers' associations throughout her professional career prior to taking a position at a charter school, acting

as building rep and district secretary. Throughout these years of experience, Shannon served several terms on the district-level Meet and Confer Team, which handles employee contract negotiations while analyzing district budget and spending. Shannon is currently enrolled in the final semester of Rudolf Steiner College's MA Hybrid program, a two-year course resulting in an MA of Education with Waldorf certification. Shannon came on-board with MSCS when the charter-initiative was being presented to the local school district for approval. She was asked to be one of several speakers to speak during public comment in support of MSCS. Shannon became one of the first class teachers hired for MSCS and since she lived locally, quickly joined the hiring committee for the remaining class teacher positions at MSCS. Shannon feels deeply invested in the success of MSCS because her personal philosophy of education has always closely mirrored that of the MSCS mission and the relationship-based education that Waldorf pedagogy supports and emphasizes.

Nate Siebert earned a BA in Philosophy with a minor in Anthropology and an MA in Applied Geography from the University of Colorado Colorado Springs, where he now teaches writing for the Department of English and geopolitics for the Department of Geography and Environmental Studies. His ongoing research projects fall under the broad categories of critical geography and anti-authoritarian pedagogy. Nate joined the MSCS School Accountability Committee in December of 2014, after two days of instructional rounds reminded him of the magic of Mountain Song's teachers and classrooms, a magic he wants to contribute to preserving. In all committee work, Nate enjoys cultivating consensus-based and deliberative decision-making processes.

Sarah White graduated cum laude from the University of Colorado at Colorado Springs with a BA in Fine Art History. Sarah serves as the Registrar/School Performance Manager at Mountain Song and has worked for the school since its beginning in the summer of 2013 and actively participated in some of the initial planning committees to open the school. Before working in the education field, Sarah's focus was in strategic planning, community development, non-profit work, and sustainability. She worked at the Pikes Peak Area Council of Governments for over four years as a Military Impact Planner. While working at the regional planning agency, she acted as Regional Sustainability Coordinator and developed the region's first long-term sustainability plan for El Paso and Teller Counties. Her previous experiences include working on Fort Carson sustainability efforts, helping start the Peak Alliance for a Sustainable Future and the Colorado Springs Conservation Corps, coordinating the Pikes Peak Environmental Forum for over three years, and serving on the Board of Directors for the Southern Colorado Clean Cities Coalition. As one of the first employees at Mountain Song, Sarah is committed to the success, health, and sustainability of the school.

## Exhibit B

**Executive Director:** Mountain Song Community School is seeking a full-time Executive Director with experience in education, school leadership, and non-profits. The ideal candidate will be adept at leading within a collaborative environment and have a background in Waldorf education with a minimum of 5 years of school administrative leadership experience, preferably with a principal license. A passion for bringing Waldorf philosophy and methodology to public education is a priority. Full job description is forthcoming. Applications received by May 1, 2015 will receive full consideration. Please submit the following to [edhiring@mountainsongschool.com](mailto:edhiring@mountainsongschool.com):

- A letter of interest outlining skills and abilities
- Current resume
- Copies of college transcripts – originals will be required upon hire
- Copy of Colorado Principal or Administrative License, if applicable
- Three professional letters of reference which address abilities to perform this position with current contact information
- Two additional professional references with contact information

Exhibit C

Websites with the Executive Director posting:

<http://mountainsongschool.com/about/employment/>

<http://www.csindy.com/> (Classifieds)

<http://jobs.waldorftoday.com/jobs/0/?p=15>

<https://cosprings.craigslist.org/search/jjj>

[http://coloradoleague.org/networking/opening\\_search.asp](http://coloradoleague.org/networking/opening_search.asp)

## Exhibit D

**Pedagogical Coordinator:** MSCS is seeking an experienced, full-time Pedagogical Coordinator to oversee pedagogical operations, assure teaching quality, and advocate for Waldorf pedagogy to the community. An enthusiasm for merging Waldorf methodology and the demands of public education requirements is critical. The ideal candidate will have extensive background in Waldorf education and public school experience in teaching or administration. Together with the administrative team and staff, the Pedagogical Coordinator will inspire a culture of collaborative initiative as well as maintain ongoing, proactive communication and enrichment for parents and community.

Full job description is forthcoming. Please submit your resume and letter of interest to [info@mountainsongschool.com](mailto:info@mountainsongschool.com).

Exhibit E

Websites with the Pedagogical Coordinator posting:

<http://mountainsongschool.com/about/employment/>

<http://www.csindy.com/> (Classifieds)

<http://jobs.waldorftoday.com/jobs/0/?p=15>

<https://cosprings.craigslist.org/search/jjj>

[http://coloradoleague.org/networking/opening\\_search.asp](http://coloradoleague.org/networking/opening_search.asp)