



## **Board of Directors Board Meeting**

July 18, 2023 6:00pm at Mountain Song Community School

Minutes

<https://us04web.zoom.us/j/71874817156?pwd=V2c1N1BzeGNNcHJEV3RsV25PRENSZz09>

*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., Ashley P., Brooke S., Katie H., Drew B., Becky M., Adam W., Jacob C.,

Absentees: none

Public: Tyler D., Carrie F., Adam B., Sarah K., Cait H., Chugrad M.

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

#### **a. Welcome/Reading of Mission Statement**

### **6:05 II. Approve Agenda**

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

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

a. Approve Minutes from 6/6/2023 Special Board Meeting

b. Approve Minutes from 6/10/2023 Board Meeting

c. Acknowledge receipt of May 2023 financial report

6:02 Ashley moves to approve consent agenda. Drew seconds. Approved unanimously.

**6:20 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.

6:03 No public comment

### **6:30 V. Continuing Business**

a. Executive Director Monthly Report

6:03 Teresa- been very busy- shout out to summer staff; enrollment looking as projected; hiring- 2 first grade teachers- Miranda Barness and Amy Tezak (Amy fully trained Waldorf teacher; Miranda started Gradalis training; Teachers have been training throughout summer; enrollment work; new website within a few weeks; transferring HR from Tatonka to G&G for covering staff health benefits; Safety training; Best grant work.

b. Building and BEST work update

6:07 Teresa- Approved Michelle Fisher as Owner's rep- processes and procedures for reimbursement for BEST grant; strong candidates for design and build teams; tested lead in the water at school- sent out announcements- piping and fixtures in two locations that need to be replaced- one in the kitchen off the gym and one in a classroom- testing done after water had been sitting; work on the kitchen off of the gym- will become bathroom; asbestos mitigation complete- including work done on tiles and wall by library; next stages- design planning through this coming year- next summer more work will be completed.

c. Bidding Process for Design-Build Teams

6:15 Teresa- Request for Proposals and Qualifications- Michelle invited about 8 teams- we have 4 teams that withdrew, 4 teams left. Looking for a good match to work with school- Michelle will help with assessment. Will be meeting throughout the day on July 26<sup>th</sup> with Michelle, Board and staff to hear proposals.

d. Approve Mission Statement

6:20 Ashley moves to approve mission statement. Drew seconds. Approved unanimously.

e. Approve Vision Statement

6:23 Drew moves to approve vision statement. Jacob seconds. Approved unanimously.

f. Charter Contract Renewal Progress Update: Prepare for Aug 15 Submission

i. Approve Revised Bylaws

6:24 Ashley moves to approve revised Bylaws. Becky seconds. Approved unanimously.

ii. Approve Organizational Chart for 2023-24

6:25 Jacob moves to approve Organizational Chart for 2023-24. Becky seconds. Approved unanimously.

iii. Approve Revised Financial Policy (Due July 21st; extension from June submission)

6:26 Teresa- discussed updates in regard to BEST grant. Reviewed Draft. Drew moves to Approve Revised Financial Policy. Becky seconds. Approved unanimously.

iv. Discuss Draft Strategic Plan

6:36 Brooke- started at Board Retreat-continuing to work on- working draft in folder. Request for Board members to go in and review and make comments. Plan to align with UIP.

v. Discuss UIP (Unified Improvement Plan) Draft

6:40 Sarah- reviewed UIP Draft- still need more stakeholder input- Draft due August 15<sup>th</sup>, Final due October 15<sup>th</sup>- this is a working document; this is academic narrative for Charter Renewal- CSI will look at how we are addressing any academic challenges; reviewed academic data- we currently have about 21% of our total students identified for special education services- average is around 10%; look at root causes of issues- School Accountability Committee (SAC) struggling- need more public/stakeholder input- working with CSI on ideas; reviewed improvement strategies- including aligning Waldorf and Common Core curriculum; Next steps- sharing more formal document and data- will send to CSI on August 15<sup>th</sup>. UIP on CDE portal. Sarah will let CSI know when uploaded.

vi. Discuss Waiver Requests

7:11 Teresa- Waivers in regard to Charter School autonomy. Working with CSI on waivers- non-automatic renewal waivers.

g. Approve Committee Descriptions

7:20 Brooke- Ashley moves to approve Committee Descriptions. Drew seconds. Approved unanimously.

h. Committee Outreach Volunteers

7:21 Brooke- parent responses they are not aware of committees – need to reach out more to community; Back to school night- looking for a few Board members- Becky and Ashley can help. Brooke will reach out.

i. Financial Orientation and Review

7:23 Teresa- on Annual Board Agenda Template- gave general overview of school finances- reviewed MSCS website- Financial Transparency link on bottom on every webpage- links to all budgets/financial documents. Have once a month finance meetings- next meeting August 11<sup>th</sup> at 11:00 am. Work with G&G on any major decisions. All Board members- responsible for knowing/understanding school finances. Please reach out with any questions.

j. Reminder: August 1st Special Meeting

7:37 Brooke- primarily to approve Strategic Plan, Waivers, UIP (August 15<sup>th</sup> submission to CSI)

k. Action Item Review

7:39 Reviewed and updated action items.

### **Executive Session:**

**Motion:** “Pursuant to sections 24-6-402(4) (c) of the Colorado Revised Statutes, I move that this public meeting of the Board of Directors of Mountain Song Community School adjourn and, upon affirmative vote of two-thirds of the members present, reconvene in executive session for the sole purposes of discussing matters required to be kept confidential by state or federal law, specifically for matters related to a current employee, and that the Board invite Teresa Woods to answer questions”

7:46 Ashley moves to enter executive session. Becky seconds. Approved unanimously.

a. Vote to ratify actions discussed in executive session

8:51 Becky moves to ratify actions discussed in executive session. Ashley seconds. Approved unanimously.

### **VI. New Business**

i. Vote to Appoint Chugrad McAndrews to the MSCS Board of Directors

8:52 Ashley moves to Appoint Chugrad McAndrews to the MSCS Board of Directors. Becky seconds. Approved unanimously. Katie will reach out for onboarding.

m. Site visit Sept. 28

8:55 Board members requested to attend. Katie, Drew, Jacob and possibly Brooke plan to attend.

n. Back to School Night Aug. 10

8:56 Brooke- want strong showing for our committees- will reach out to Ashley and Becky. Will update flyers for committees to hand out. Google form with QR code to sign up.

### **8:00 IX. Adjourn Meeting**

9:00 Drew moves to adjourn meeting. Becky seconds. Approved unanimously.

### **Upcoming Dates Review**

- a. Next Board Meeting: August 1, 2023; August 15, 2023
- b. Parent Circle Meeting:
- c. Governance Committee: 4th Monday of each month 4:00-5:00 pm
- d. School Accountability Committee (SAC):
- e. Fundraising Committee:
- f. Executive Director Support and Evaluation Committee:

- g. Executive Committee:
- h. Finance Committee: