



## Board of Directors Board Meeting

February 22, 2024 12:00 pm 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: Becky M., Teresa W., Ashley P., Emmalee S., Drew B., Jacob C., Chugrad M., Katie H.

Absentees:

Public: Eric H., Amy D., Emily, Osman Y., Electra J., Rachel N.

### 12:00 I. Convene Meeting (check quorum)

- a. Welcome
- b. Reading of Mission Statement

### 12:05 II. Approve Agenda

12:01 Ashley moves to approve agenda. Drew seconds. Approved unanimously.

### 12:10 IV. Executive Session

**MOTION:** The board will enter executive session pursuant to C.R.S. 24-6-402(4)(b) & (f)(I) to receive legal advice from the School's attorney and to discuss personnel matters with Dr. Teresa Woods regarding a cooperation agreement between her and the board.

12:02 Drew moves to enter Executive Session. Ashley seconds. Approved unanimously.

- a. Vote to approve the cooperation agreement as presented.

1:00 Drew moves to approve the cooperation agreement with the changes discussed in Executive Session and that Eric Hall will implement and circulate to the Board and ED to sign. Jacob seconds. Approved unanimously.

### 1:00 IX. Adjourn Meeting

1:01 Chugrad moves to adjourn meeting. Ashley seconds. Approved unanimously.

### Upcoming Dates Review

- a. Upcoming MSCS Staff Meeting: Thursdays 3:45-4:45 pm
- b. Next Board Meeting: March 19, 2024 at 6:00 pm
- c. Parent Circle Meeting:
- d. Governance and Policy Committee: 4<sup>th</sup> Monday at 4:00 pm

- e. Family Engagement Committee (SAC):
- f. Fundraising Committee: 2<sup>nd</sup> Tuesday at 6:00 pm
- g. Executive Director Support and Evaluation Committee:
- h. Executive Committee:
- i. Finance Committee:
- j. DEI/Multicultural Committee:

## **COOPERATION AGREEMENT BETWEEN MOUNTAIN SONG BOARD OF DIRECTORS AND DR. TERESA WOODS**

Dr. Teresa Woods will step down as the Executive Director of Mountain Song Community School at the end of this school year 2023-2024. Both she and every member of the Board of Directors want to work towards the School's success over the next few months. This Cooperation Agreement is designed to assist with this endeavor by delineating roles and responsibilities for both sides.

This is a non-binding agreement. All signatories expressly recognize that it cannot be enforced in a court of law. Even so, however, the parties commit themselves to following these guidelines. If someone fails to follow the guidelines, then any other signatory can and should remind that person of the commitments made under this Agreement. These guidelines are not exhaustive. Whenever making a decision related to the School, signatories should carefully consider how it may affect the School, its employees, and its families.

### **A. Commitments by the Board of Directors**

- The Board shall diligently search for Dr. Woods's replacement. When conducting this search, it shall follow the requirements of the Open Meetings Law, including C.R.S. § 24-6-402(3.5).
- In every forum, the Board shall express its support for Dr. Woods and her leadership throughout the remainder of this school year, including support for her individual decisions. If a Board member disagrees with a decision by Dr. Woods or any member of her administration or staff, the Board member shall raise the concern directly with Dr. Woods in a properly called executive session before expressing it to anyone else within the School community. It is expressly understood by all signatories that "support" is different from "agreement" – in other words, Board members might not personally agree with a decision, but they will support it until they have properly expressed their disagreement directly with Dr. Woods pursuant to this paragraph.
- Board members shall not speak with employees of the School, parents, or other community members about the operations of the School unless in a properly called board meeting and for a legitimate purpose. It is recognized that all Board members are also parents of students enrolled at the School. Accordingly, Board members may be present at the School and having conversations in their capacity as parents. Board members will be cognizant of the fact that they have different roles as parent and as Board member.
- The Board and individual Board members recognize that the purpose of the Board is to set the general direction and policy of the School, not to manage or involve itself in its operations. This is the policy-governance model of board leadership, and all Board members agree to follow it.
- The Board and individual Board members recognize that the Executive Director and other administrators manage the School on a day-to-day basis by implementing the policies the Board has enacted.
- The Board recognizes that the primary duties of the Board are to select and evaluate the Executive Director, oversee the finances of the School, recruit and orient high-quality candidates to serve on the Board, and ensure effective long-range planning.

- The Board will properly follow the processes and procedures stipulated in the School Leader Evaluation Policy.
- The Board and individual Board members agree to follow the School’s grievance policy. Among other things, this means referring employees, parents, and community members back to administration so that they can address grievances in the first instance. Further, should a matter properly reach the Board, then the Board commits to addressing it (i) promptly and (ii) pursuant to the terms of the policy, overturning an administrative decision only if it violates law or policy.
- Board members shall foster a positive image of the School with faculty and staff, parents, students, the Charter School Institute, and the community at large in Colorado Springs.
- The Board commits to making all Board decisions within the parameters of the School’s Articles of Incorporation, Bylaws, federal, state, and local laws, previously enacted School policies, and the charter contract with the Charter School Institute. This includes the Board Handbook, the Board Handbook Agreement, and the Executive Director’s job description.
- Directors must keep in mind that they set the tone for the School and that public relations is one of their key roles.
- In all decisions, Directors shall place the best interests of the School first.
- The Board and individual Board members shall not disparage Dr. Woods to others in the school community.

**B. Commitments by Dr. Woods**

- Dr. Woods shall lead the School as its Executive Director through the end of this school year.
- Dr. Woods shall encourage all employees in good standing to remain employed at the school through the end of this school year and into the next one.
- Dr. Woods shall seek to increase enrollment for the 2024-2025 school year.
- Dr. Woods has the authority to hire and fire all members of the faculty and staff, and evaluate and discipline them as necessary. This includes the authority to not offer a current employee a contract for the 2024-2025 school year. Dr. Woods shall carefully and prudently exercise this authority, recognizing that her tenure ends at the end of this school year. All such decisions shall be made with the best interests of the School in mind. Once the Board has hired new leadership for the School, and that person or persons are officially employed at the School, then Dr. Woods shall consult with them on all such employment decisions.
- Dr. Woods shall not disparage the Board or individual Board members to others in the school community.

*[Signatures on the following page]*

By signing below, each Director and Dr. Woods is attesting to the fact that he or she has read this Agreement and agrees to abide by it.

<u>Rebecca E. Mikita</u> <small>Rebecca E. Mikita (Feb 22, 2024 16:10 MST)</small>	<u>Feb 22, 2024</u>
Director, Mountain Song Community School	Date
<u></u> <small>Ashley Pfalz (Feb 22, 2024 18:17 MST)</small>	<u>Feb 22, 2024</u>
Director, Mountain Song Community School	Date
<u>Katherine Hopkins</u> <small>Katherine Hopkins (Feb 23, 2024 14:17 MST)</small>	<u>Feb 23, 2024</u>
Director, Mountain Song Community School	Date
<u></u> <small>Drew Bartlett (Feb 23, 2024 15:20 CST)</small>	<u>Feb 23, 2024</u>
Director, Mountain Song Community School	Date
<u></u> <small>Jacob Castle (Feb 23, 2024 14:34 MST)</small>	<u>Feb 23, 2024</u>
Director, Mountain Song Community School	Date
<u>Chugrad McAndrews</u>	<u>Feb 23, 2024</u>
Director, Mountain Song Community School	Date
<u></u> <small>Emily Sliński (Feb 24, 2024 09:07 MST)</small>	<u>Feb 24, 2024</u>
Director, Mountain Song Community School	Date
<u></u>	<u>Feb 22, 2024</u>
Dr. Teresa Woods, Executive Director	Date