



Board of Directors Board Meeting

March 19, 2024, 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., Becky M., Lori K., Drew B., Katie H., Ashley P., Jacob C., Chugrad M., Emmalee S.

Absentees: none

Public: Stephana S., Shannon G., Michelle F., Kirsten M., Tracy G., Cambria D., Eric H.

6:00 I. Convene Meeting (check quorum)

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

6:15 II. Approve Agenda

6:03 Drew moves to approve agenda. Chugrad seconds. Approved unanimously.

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

- a. Approve Minutes from 2/20/2024 Board Meeting
- b. Approve Minutes from 2/22/2024 Board Meeting
- c. Acknowledge receipt of February 2024 Financial report

6:04 Chugrad moves to approve consent agenda. Drew seconds. Approved unanimously.

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.

6:06 No public comment.

6:40 V. Continuing Business

- a. Financial Report – Shannon Grant

6:06 Shannon- reviewed financial report. In the budgeting process for next year-will be conservative with enrollment projections. Need to conserve finances through the end of this year. Financials available on MSCS website as they are approved.

- b. Board Training Module

6:31 Becky- everyone put in thoughts in training Matrix each month. Drew- orienting new Board members- more hands-on guidance in the first few months- more overlap when we get new people. Jacob- see Board member skillsets. Chugrad- more diversity on Board- go on school tour- helpful experience- can share this knowledge with others in community. Katie- do have Board recruitment matrix that outlines Board member skillsets. Lori- Board members visiting classes- helpful for staff and Board.

c. Executive Director Monthly Report

6:37 Teresa- President's Day, Teacher In-service Day, Snow-days; Friday- Spring Concert; Budgeting- including Andrea Robinson- also managing accounts; School security Disbursement Grant- not funded- can go back and reapply next year; Did not receive ENT grant; Last year of K-5 social emotional grant- has been funding school counselors; Enrollment- March 8th school tour; Bond investor's call; BEST grant- updates later; CMAS testing- scheduling; Professional Development- visited by mentor's- classroom observations- Lyn Welch- visiting Kindergarten; Posting teacher positions and Executive Director position- Indeed, Alliance, League websites- Getting Committees together to do interviews- custodian position- interviewing; Secure status- February 6; Shelter in place- March 19; Fire drill tomorrow at 2:30- Gary Pillars reviewing safety protocols. Full report in folder.

6:44 *(moved to item VII. c.)

d. Committee Reports

6:57 Becky- continue to put in Board folders. Fundraising committee meeting this Thursday- will have more information after meeting.

e. MSCS Building Corporation Update - Bond Investor Call - Jacob Castle

6:58 Jacob- Annual bond investor call- Jacob, Teresa and Drew- discussed changes with BEST grant. Teresa- include notes in meeting folder. We need to post video onto EMMA website through UMB Bank- part of our public bond covenant.

f. BEST Project Update - Teresa and Michelle Fisher

7:00 Teresa- November- over budget, did work to get back to budget- started broad and getting finer detailed as project progresses. HVAC system- if we stay with BEST grant plan- cost will be higher. Met with Brandon LeChance last week- directed us to apply for supplemental grant to bring in more money to see project through with what we wanted from our original plan. Need to shift timeline of addition to phase everything with HVAC work- supplemental award in May. Becky- asked about supplemental grant. Michelle- supplemental grant- one-time ask but not limited. Have a range of issues with our project- we are grounding costs, will be strategic with ask. Ashley- do we match supplemental for equal funding? Michelle- option to request waiver if we do not have matching funds- will be asking for a waiver. Becky- how is the process? Michelle- same format- supplemental reviewed after. Ashley- budget from same BEST grant pool? Michelle- will clarify. Our entire design-build team is fortified in this pathway towards our goal with BEST grant project- working collaboratively to strategize effectively. Michelle- documenting two pathways-one with supplemental grant one without.

g. Executive Director Search Committee Update – Becky

7:22 Becky- 14 applicants- have narrowed down to 6 for phone interview- will narrow down to in-person interviews. Reposting on Indeed to get another round of applicants. Goal date- 4/26/2024 to have final recommendations to present to full Board- may fluctuate from process.

h. Discuss/Vote on Charter Renewal Contract

7:24 Becky- document in folder. Teresa- Julie Peterson reviewed contract and made minor changes- included tracked-changes- (calendar days to business days). Approve charter contract as written allowing for Board President and Vice President to approve any minor changes- CSI will vote to approve in April. Chugrad moves to approve Charter Renewal Contract. Drew seconds. Approved unanimously.

i. Discuss/Vote on Non-Discrimination Policy

7:30 Becky- in meeting folder. Drew moves to approve Non-Discrimination Policy. Chugrad seconds. Approved unanimously.

j. Vote to Approve Village and Frontier Homeschool SY24-25 Calendars

7:31 Becky- calendars in folder- Teresa- getting these approved earlier for enrollment. Ashley moves to approve Village and Frontier Homeschool SY24-25 Calendars. Jacob seconds. Approved unanimously.

k. Vote to Approve Proposal to Return to In-Person Board Meetings

7:34 Becky- proposal in folder. Did not specify if we will do every meeting in person or if we will alternate meetings and when it will start. Drew- suggest we try and see how it goes and then decide. Becky- try for next month and see how it goes. Chugrad- we can fill in details as we go forward. Hybrid meeting allows for flexibility. Drew- vote to have two meetings in person/hybrid- vote on in May. Discussed logistical details. Ashley moves to approve Proposal to Return to In-Person Board Meetings with caveat to have a two month trial and vote on in May. Drew seconds. Approved unanimously.

l. Action Item Review

7:44 *(moved to executive session)

8:33 Becky- reviewed and updated action items.

7:15 **VI. Executive Session**

MOTION: The board will enter executive session pursuant to C.R.S. 24-6-402(4) (a) (b) & (e) to discuss buying or selling property, to receive legal advice from the School's attorney, and to determine contract negotiation strategies regarding the MSCS BEST Grant Project.

*7:44 Drew moves to enter executive session and invite Eric Hall and Michelle Fisher to join in executive session. Ashley seconds. Approved unanimously.

8:28 Left executive session- took 5 minute break.

7:40 **VII. New Business**

a. BEST Grant Project Consultant Discussion – Becky

8:48 Becky- discussion above.

b. Discuss Board Member and Officer Roles for SY 2024-25 – Katie

8:48 Katie- members planning to return: Drew- stay on as Treasurer. Katie- term done in May. Chugrad- stay as member at large. Jacob- moving- last meeting in May. Will transition someone to Building Corp role. Becky- found someone who is interested in MSCS Board- treasurer. Rocky Munoz may be interested after search committee. Ashley- stay on as Vice President. Emmalee- stay on as member at large. Becky- plan to stay as President.

c. Organizational Chart Discussion – Teresa

*6:44 Teresa- reviewed school Organizational Chart and discussed possibilities for next year. Please give ideas- looking to vote on next month. Lori- agree with need for more special education teachers to meet school needs.

d. Grievance Investigation Consultant Discussion – Becky

8:56 Becky- firm- do not have to put down a retainer- only pay when we use them. Can utilize for the future. Neutral third-party for any future grievance investigations. Title IX expertise. Becky will get a few competitive quotes for options.

e. Clifton Strengths-Finder for Board Membership Discussion – Becky

9:02 Becky- Leadership conference- utilize as a Board and with ED- builds off strengths. Quick test to determine strengths- categories. Tangible way to assess where Board is and recruit moving forward. Group package- set amount of people- negotiate to a yearly cost.

f. Board Retreat Date – Discussion

9:07 Becky- retreat in July- want to have new ED at retreat. Ashley- everyone email availability. Chugrad- recommend earlier in the month- Tentative: July 13, 2024 at MSCS.

8:00 **VIII. Adjourn Meeting**

9:10 Ashley moves to adjourn meeting. Jacob seconds. Approved unanimously.

Upcoming Dates Review

- a. Upcoming MSCS Staff Meeting: Thursdays 3:45 - 4:45 pm
- b. Next Board Meeting: April 16th, 2024
- c. Parent Circle Meeting:
- d. Governance and Policy Committee: 4th Monday at 4:00 pm
- e. Family Engagement Committee (SAC):
- f. Fundraising Committee: TBA
- g. Executive Director Support and Evaluation Committee:
- h. Executive Committee:
- i. Finance Committee:
- j. DEI/Multicultural Committee: