



Board of Directors Meeting  
Sunday January 13, 2013 @ 6:00 pm

### **MINUTES - APPROVED**

*The meeting took place at Grace and St. Stephen's Episcopal Church, 601 N. Tejon St., Colorado Springs, CO 80903*

- I. **Call to Order:** Ms. Douglas called the meeting to order at 6:15pm
  1. **Roll Call:**
    - i. Present: Neah Douglas, Rita Issagholian, Raj Solanki, Stephanie Fernyak, Eva Manz-Jackson, Linda Johnson, Elise Bowen, Laurie Ristig,
    - ii. Late arrivals and early departures: Stephanie Fernyak, Elise Bowen
  2. **Public Comment:** none
  3. **Approval of Minutes:** n/a
  
- II. **Student Performance**
  1. Assessment:

As a Charter school operating until CSI, Mountain Song does not need to complete all testing performed by D11. We are required to complete state TCAP testing. There was some confusion as to whether CSI was encouraging us to perform more testing, or if they were giving the school an out.

Raj briefly touched on Waldorf-specific assessments and tracking we could look into.
  
- III. **Board Training**
  1. Members of the Board need to strive to complete the first three training modules by the end of the month. Training modules can be found at <http://www.boardtrainingmodules.org/>
  2. Rita Issagholian and Neah Douglas will attend the Colorado League of Charter Schools Conference on February 21<sup>st</sup> and 2<sup>nd</sup>.
  3. Mountain Phoenix School will be holding a conference on February 17<sup>th</sup> through 20<sup>th</sup>. The cost of attendance is \$150 per person for the entire conference. There was some discussion about Board Members attending this conference, as well as Board Members splitting the cost and each attending half of the workshops.

There is a possibility that this conference could be paid for with fundraising funds.

#### **IV. Operational Business**

##### **1. Reports – No reports to post**

##### **2. Policy Review**

###### **i. Enrollment/Lottery Policy: Founding Families:**

Founding Families must complete their 100 hours of volunteer time by no later than March 6<sup>th</sup>. Raj Solanki will assign interested families (who are realistically able to complete the minimum volunteer time) specific action tasks so that they may complete their volunteer hours by the deadline.

Rita Issagholian will check the rules regarding guaranteed enrollment for the children/grandchildren of Regular Board Members vs. Founding Board Members.

Rita Issagholian moved to track enrollment for Free and Reduced Lunch and ELL students in years one and two, and to give the board the option in year three to create a weighted lottery in order to mimic D11's percentage of at-risk students. Motion was seconded by Raj Solanki. Motion passes.

###### **ii. School Schedule:**

Rita Issagholian motioned to create a school start time of 7:50 for students participating in the school breakfast, and 8:30 for students not participating in school breakfast. The school will have a 3:30 dismissal time. Linda Johnson seconded. Motion passes.

###### **iii. School Security:**

Before the school opens, we need to establish drills in case of an emergency at school. D11 includes charter schools in its school security alerts. School security procedures will depend largely on the campus.

###### **iv. Foreign Languages**

There will be Spanish instruction for all students in year one, with an option to add a second foreign language in year two. There is also a possibility for an after-school language program.

###### **v. Permanent Governing Board:**

There was some discussion regarding the terms of future Board Members for when the permanent board takes over. The possibility of a one-year term being offered to some or all Governing Board Members was mentioned, which would be followed by 3, 4, or 5 year terms.

vi. Interim Governing Board

The Open Meeting Law (Sunshine Law) requires that board meetings must be posted publicly at least 24 hours before the meeting occurs. Meeting minutes must be posted as well. Executive sessions (closed sessions) must be recorded unless discussing salaries or attorney/client privileged information with an attorney.

Insurance is not needed until July 1<sup>st</sup> when the Permanent Board takes over.

Discussion was made about having a meeting on a specific day each month.

Next board meeting will occur January 29<sup>th</sup> at 6pm at the Grace Episcopal Church.

Laurie moves to allow each speaker during a public comments portion of the board meeting three minutes to speak, not to exceed 30 minutes. Linda Johnson seconded. Motion passes.

A template for future meeting minutes and agenda were passed around.

Rita Issagholian moved to adopt the templates as our standard order of events for future meetings. Raj Solanki seconded. Motion passes.

**3. Strategic Plan Review**

i. Timeline Review:

A Garden/Foodservice Committee is needed. Board members should brainstorm for possible members/leaders.

ii. Site Review:

Stephanie Fernyak passed out a packet reviewing our options for the site of the school, as well as the pros and cons of each. They included Grace Episcopal Church, the Colorado Springs Christian School, a repurposed D11 Facility, or a possible other unknown site downtown that we could refurbish into a school.

We must have a location identified by no later than February 22<sup>nd</sup>. Our lease must be in-hand by no later than April 26<sup>th</sup>.

Elise Bowen also mentioned that the Colorado College Children's Center is now empty, and is a possibility for our preschool program should we find a suitable site that isn't big enough to house both the elementary and preschool programs.

Stephanie Fernyak stepped down as Site Committee leader, and mentioned that Jeff Evans will now lead the Site Committee

iii. Hiring Committee and Process:

Members of the Hiring Committee are – Martin Schneider, Jessica Gilliam, Rita Issagholian, Eva Manz-Jackson, Peter Ristig, Raj Solanki, Brenda Holmes-Stanciu, and Emily Wassell. Bonnie Ballagh has been invited to join the committee as well, but has yet to respond.

Questions were brought up about a conflict of interest for members of the Hiring Committee who are also applying for positions with the school. Those individuals will not be a part of the hiring process for the specific jobs for which they are applying. More details will be decided at the Hiring Committee meeting.

The Hiring Committee meeting will occur on Tuesday, January 15<sup>th</sup> at 6pm at Grace Church.

The posting and start date of the Director and all other positions for Mountain Song Community School will be discussed and decided by the Hiring Committee.

iv. Preschool:

A Preschool Committee needs to be established to make sure we are meeting all benchmarks and requirements regarding licensing, etc. Elise Bowen volunteered to lead the Preschool Committee. Linda Johnson will also be a member.

v. Fundraising:

The Board needs approximately \$1,000 to pay for conferences, printing, etc. Raj Solanki suggested we use a fundraising tool called [gofundme.com](https://www.gofundme.com) where we can solicit funds from Mountain Song School supporters.

Raj Solanki also suggested we add a “Donate” button to the bottom of our web page.

vi. Non-Profit Status:

Rita Issagholian is preparing the paperwork and reviewing the process for filing for non-profit status for the school. Timeline for establishing 501(c)3 status is 4-6 months. Laurie Ristig suggested we make it a priority as most grant funders require non-profit status to approve grant proposals.

vii. Outreach:

Intent to Enroll forms must be submitted by no later than February 28<sup>th</sup> in order to be included in the lottery.

Public informational meetings regarding the lottery will be held on January 28<sup>th</sup> from 6:30-7:30pm at Sand Creek Library, February 9<sup>th</sup> from 11am-noon at Grace Episcopal Church, and February 12<sup>th</sup> from 6:30-7:30 at Rockrimmon Library. Elise, Rita, and Eva will rotate manning a table about Waldorf Education.

**V. Old Business**

1. No Old Business

**VI. New Business**

1. Stephanie Fernyak regretfully submitted her resignation from the Interim Board for Mountain Song Community School.
2. Neah Douglas resigned from the Interim Board of Directors of Mountain Song Community School.
3. Raj Solanki motioned to make Neah Douglas the Interim Director of Mountain Song Community School until such time as a new Director is hired. Laurie Ristig seconded. Motion passes.
4. Elise Bowen motions to make Rita Issagholian the President of the Interim Board of Directors for Mountain Song Community School. Laurie Ristig seconded. Motion passes.
5. Rita Issagholian nominated Laurie Ristig as the new Secretary of the Interim Board of Directors for Mountain Song Community School. Elise Bowen seconded. Motion passes.
6. Rita Issagholian motions to make Raj Solanki the Vice-President of the Interim Board of Directors for Mountain Song Community School. Laurie Ristig seconded. Motion passes
7. Rita Issagholian moved to make Martin Schneider a member of the Interim Board for Mountain Song Community School. Raj seconded. Motion passes.

**VII. Adjournment**

1. Remaining 2013-14 regular monthly meetings: January 29, 2013
2. Motion to adjourn: 1<sup>st</sup>: Rita Issagholian, 2<sup>nd</sup>: Laurie Ristig
3. Meeting Adjourned at 8:32pm

Respectfully submitted by:

\_\_\_\_\_/s/  
Laurie Ristig/Secretary  
January 14<sup>th</sup>, 2013