



Board of Directors SEPTEMBER 2019 Board Meeting
September 17, 2019, 6:00pm at Mountain Song Community School
Minutes

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: Scott D., Tina H., Aubrey F., Teresa W., Veronica S., Hilary H., Lori G., Dan K., Sarah K., Bill B.

Absentees: none

Public: Binah Roudin, Gary Anderson., Alexandra Cogan.

Convene: 6:02

- 6:00 **I. Convene Meeting (check quorum)**
- a. **Welcome/Reading of Mission Statement**
 - b. **Check In (Take away from Retreat)**

6:15 **II. Approve Agenda**

- 6:16 **III. Consent Agenda (associated items in Meeting Folder)**
- a. Approve *Work Session Minutes September 3, 2019 (Secretary)*
 - b. Approve *Board Meeting Minutes August 20, 2019 (Secretary)*
 - c. Acknowledge receipt of *August 2019* financial report
 - d. Approve Board Retreat Minutes September 14, 2019

Move to Approve Meeting Agenda and Consent Agenda: Aubrey, Scott Second.
Approved Unanimously.

IV. Public Comment - Time limited to 2 minutes per speaker. Opportunity for the public to provide comments, opinions, or observations direct to Board members. Please refrain from personal attacks or airing grievances: will refer all in attendance to the Mountain Song grievance policy for information. Not intended as a forum for debate or discussion. Board will hear comments and may direct action or follow up immediately or in a separate session as appropriate.

Gary Anderson: appreciate Board effort.

6:40 **V. Continuing Business**

- a. Budget Update (G&G Consulting) (Dan/Lori/Hilary)
- 6:13: LG: Revised budget based on student count will be ready be probably in December.
- b. Executive Leadership Team (ELT) Update (Verbal)

TW: Teacher training has deepened their work. Carl Johnson will visit school; he is a middle school mentor from Santa Fe Waldorf school - "art of the grades". Katherine Lehman will visit and mentor lower grade teachers. Next week Gradalis mentors coming in. SK: trying to get new kids in ASAP for October count. Second week of MAP testing. Need to get preliminary school performance framework complete; can't share data because it contains confidential data - trying to get to UIP. Final plan due in April. MAPS: 2-4 weeks to wrap up, followed by data report. DK: lot of paperwork coming in. Substitute pool has disintegrated; lots of interviewing to get subs in place. Need to hire new para because one is leaving. Safety plan in place. Fire drill on Thursday, 10:25 - everyone is informed - main thing is where you're supposed to go. One fire drill per month. SK: CSI school improvement fellowship program - participating.

c. Committee Updates (Committee Chairs)

Board Committees submit written report for Governance Committee meeting; verbal report for working.

DevCom AF: Rough idea for development plan - need to meet with PC (Veronica) to coordinate fundraising stuff. Several meetings over the next month; will come back with a plan - will be large strategic "asks" that will be the match part of BEST grants. LG on BEST grants: only one school that's gotten money for a new school - grants usually go for repairs; can put us in touch with writer. AF will coordinate to get that going.

Futures Com SD: received info from Tim Long - initial steps, timeline. Still meeting on 2nd Tuesday of month and possibly 4th Tuesday of the month. Next meeting scheduled for Oct 8th - possibly next Tuesday September 24th. TW: a lot of overlap with John Brenza; set up a meeting next Tuesday to talk about. Songbird Input by 5:00 Tuesdays. Bill will serve as coordinator for Songbird input; committee inputs for Songbird to Bill Monday by 5.

PC-VS: New secretary coming in - setting up minutes and stuff. Fair number of people showed up for last PC meeting. Looking for substitutes and temps. Sept 19th is first festivals committee meeting. Parent rep briefing night Monday the 23rd at 6:00 - approx 30 minutes long. Will presentation parent rep material from the handbook. Up to teacher to work with parent rep on what they want them to do. Skate city coming up; need a staff rep to chaperone. PC Handbook is a bit of a mish-mash; needs to be rewritten. Fall Dance targeted for Oct 26th.

d. Fall School Performance Report (ELT)

SK: Made "Performance again", but just barely - want to bring scores up, give us breathing room. Need to bring up Math scores. MAP testing measures within year; CMAS measures is between years - kids are fried by the time they get to CMAS in the spring.

e. Action Item Review (Bill/Tina - suggestion has been made this be a standing item) from Retreat Minutes:

2019-09-14:01 Develop Elevator Speech for Facilities status/plan for ELT and BOD. Assignee: Aubrey. Due: Monday by 5.

2019-09-14:02 Managing Historical Documents - contact Eric Hall. Assignee: Bill. Due Dec 31st..

2019-09-14:03 BOD sign BOD Membership agreement. Assignee: Bill, Tina. Due: 9/17 - Complete.

2019-09-14:04 Find/Archive past Board membership agreements. Assignee: Bill. Due TBD.

2019-09-14:05 Role descriptions and handbooks for BOD officer positions. Assignee Bill. Due: Done.

2019-09-14:06 Leadership Evaluation Template - obtain from TW. Assignee: Tina. Due: 9/20. Done.

2019-09-14:07 Contact contractor about support BOD: Assignee: Hilary. Due: 9/20

2019-09-14:08 Request Jenifer Barnes to lead the ByLaws rewrite. Assignee: Aubrey. Due:9/20.
2019-09-14:09 Formalize facilities bullet points for School Communication about Facilities plan.
Assignee: Aubrey. Same as elevator speech – due Monday 9/23 by 5:00.

f. Website update.... Not happened yet? (Bill/Tina/ELT?)

SK new website has not gone live yet - Greg is getting close - looks nice - usable in sandbox. PC does have a page but not being used. Bill get out Training module schedule. Bill update Board bios on Web site.

g. Charter Renewal Progress Update (ELT)

Will go to CSI web site to look at/download template. Will put rewrite on agenda in October.

h. Grandparents Day/Beautification Day (Aubrey/Veronica)

AF: Aould like to argue for Grandparents Day. ELT: Issue of capacity and staff. Worked out the Development Coordinator position last year, who reported to the ELT. Should have been parent volunteers doing the work – not staff. Huge resource for word-of-mouth. Even if ROI isn't huge, there are other intangible benefits. TW: concern is capacity - staff doesn't have bandwidth to do it. If we do it, let's do it a different way. VS: recommend possibly doing in in conjunction with winter festival.

i. Parent Council Committee (Aubrey)

Aubrey with schedule discussion with PC/VS outside this meeting to discuss the relationship of PC to BOD.

j. Board Recruitment/Discussion (Bill)

No new leads still pulling threads.

k. Conejos Clean Water Homeschool Initiative (Vote)

Agreement for educational services. Arrangements are confirmed. These are homeschoolers so there is no testing. Lori says this is a simple process. Legal: this happens regularly - need some oversight. Contract is evergreen unless terminated by either party; notice by Jan 15.

Mountain Song BOD approves AGREEMENT FOR EDUCATIONAL SERVICES between Conejos County Clean Water Inc. and Mountain Song Community School for 2019-2020 school year.

Move to approve Bill; Second Scott:

Aubrey: Aye

Tina: Aye

Scott: Aye

Bill: Aye

Hilary: Aye

7:15 **VI. New Business**

a. School Open House w/ Board Present (Board/ELT)

Already completed

b. Security Procedures and Results Update (ELT)

Discussed earlier.

c. Policy Review (Gov Comm Chair)

Board will review and update Board Policies. Hilary/Dan - will look Financial Policy - Bill will send out assignments.

*d. Review of Standing Committees/Discussion re 2019-20 Cmts and SAC Chair
Discussion/Vote*

Michael K: is still heading up the SAC. ByLaws say nothing about dates or responsibilities. Sarah will be link to BOD.

i. Motion (by Aubrey): Suspend Governance Cmt Activity for '19-20 SY (to revisit for '20-21 SY)

Agenda item misworded: Intention is to suspend Policy Governance work. Okay with GovCom chair

e. BOD Agreement review/signature (BOD President)

BOD members signed membership agreement for 2019-2020 school year.

7:55 VII. Upcoming Dates Review

a. Upcoming MSCS Staff Meeting *canceled* - Board Rep _____

b. Next Board Meeting/Work Session - October 1, 2019 @ 6pm

7:55 VIII. Review and Vote on Tonight's Minutes (If ready)

Roll over to October Gov Session.

8:00 IX. Adjourn Meeting

Move to Adjourn Aubrey; second Hilary. Passed unanimously at 8:03.

New Action Items:

2019-09-17:01 Publish CDE Training Module Schedule. Assignee: Bill. Due 8/1

2019-09-17:02 Post Board Bios and Photos. Assignee: Bill. Due ASAP

2019-09-17:03 Send out Policy Review assignments. Assignee: Bill. Due: ASAP

2019-09-17:04 Review existing policies. Assignees: All per assignment sheet. Due: TBD