



Meeting of the Board of Directors

June 10, 2023, 9:00 AM, 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: Brooke S., Katie H., Ashley P., Teresa W., Drew B., Jacob C., Becky M., Adam W.

Absentees: Patrick C. (excused)

Public: Chugrad M., John B., Michelle F.

9:00 Convene Meeting

- Welcome
- Reading of Mission Statement
- Review Agenda

9:05 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.

9:07 No public comment

9:15 Committee Discussion

- Decide what committees the Board will have in 2023/2024
- Define committee roles and responsibilities
- Discuss membership requirements and commitments

9:08 Brooke- committees in Bylaws: Executive Committee, Finance Committee, School Accountability Committee (SAC), Governance and Policy Committee. John- By law- only need SAC. All others by choice. Finance Committee- should be required. Discussion on Charter Renewal Committee- move to Governance/Policy Committee. Changed Development to Fundraising Committee- more easily understandable- combine with MSCS Foundation- Advancement Officer. John- Strategic Plan- should be monitored by Board on ongoing basis- do not necessarily need a committee. Updated SAC Committee to Family Engagement Committee. Removed Grant Writing Committee for now. Discussed adding DEI or Multicultural committee.

10:15 Strategic Plan

- Review work that has been done thus far
- Decide who will be taking responsibility for it going forward
- Identify related action steps for Board members

10:58 Reviewed and discussed Strategic Plan. Added roles for Board oversight.

11:15 **Board Goals**

- Identify Board goals for next year
- Draft SMART goals for these larger goals

10:58 Reviewing Strategic Plan- aligning Board Goals with Plan- identifying how the Board will support school and have oversight of each goal. Executive Director monthly report will give overview of Goal progress. Board and school create Strategic Dashboard to update progress on Strategic Plan. (Can use CSI website, and Marketing Plan from Peak to Peak Academy-Boulder Valley-as examples).

12:00 **Working Lunch**

12:30 **Vote to Approve Resolution Designating Officers to Administer Oath of Office**

12:58 Ashley moves to Approve Resolution Designating Officers to Administer Oath of Office. Jacob seconds. Approved unanimously.

12:40 **Board Members Take and Sign Oath of Office for Public Officials**

1:01 Ashley and Brooke completed Oath to each other.

1:04 Remaining Board members completed Oath.

1:00 **Michelle Fischer presentation**

- Michelle Fisher will talk with us about next steps in the building improvement process

1:06 Michelle reviewed BEST grant scope: floor plans, processes and timeline. Intent to follow Design Build model- collaborative- Architect and Contractor partnership. June 19 – July 26 Request for Qualifications and Proposal. Identify Committee- would like 2 Board members. \$10.8 million (Grant-about \$9 million + MSCS match dollars (17%) 1.8 million).

2:00 **John Brendza (tentative)**

- John Brendza will present Board 101, a training for board members

2:20 John- reviewed League of Charter Schools modules: Legal Responsibilities. Update Bylaws to include Oath. Executive Session recordings- kept for 90 days- then destroyed. Responsibility of every Board member to keep discussion to topic being discussed. Grievance process- typical to Director first, then Board, review, make decision (support decision made), or look into grievance further, make decision as a Board. Grievance- ideal to resolve within 30 days. Final decision based on Board. Make sure policies accurate/up to date. Open records- within 72 hours (3 business days). Can write back to extend up to 10 days. Charter contract- all Board members read/understand. Organization- required to carry liability insurance for Board members. Board Roles and Responsibilities. Use strategic plan to align goals- create simple dashboard. After completing objectives- ask what next steps are. Strategic Plan- Board goals

aligned with Executive Director goals and staff goals. Board member agreements- re-sign every year. Put copy on website. Governance vs. Operations: reviewed chart. Strongest teachers need to be K-2- build a good foundation for students. Review CARS report.

2:00 **Community Engagement Discussion**

- In the event that John Brendza cannot attend, this is the alternate topic
- Discussion of community engagement as it applies to the Board and the school as a whole

4:10 Reviewed mission, vision and values.

4:00 **VII. Adjourn Meeting**

4:40 Drew moves to adjourn meeting. Becky seconds. Approved.