

Mountain Sage Community School - Board Agenda

2/27/18

Location - MSCS, 5:30-7:30 PM

Intro Session 5:30 pm

A1. Call to Order: 5:37 pm

A2. Attendance: Hillary Mizia, Mary Wolf, Kelly Joy Christensen, Melinda Kerst, Eric Richardson, Cyril Vidergar, Linde Chappelle (faculty advisor). Greg Hirschi will be 45 minutes late, Liv Helmricks and Jon Pointer are approved absences.

A3. Approve Minutes: ***Kelly Joy Christesen moved to approve the minutes and Melinda Kerst seconded. The minutes are unanimously approved.***

A4. New Business: None

A5. Approve Agenda: ***Hillary Mizia moved to approve the agenda. Eric Richardson seconded. The agenda is unanimously approved.***

A6. Our Mission: [Cultivating the Creative Mind](#)

A7. Public Comment - 3 minutes per person - limit 20 minutes total: **None**

Work Session

B1. Updates and Discussion

B1.1. Director's report- Liv

A. Facilities- Landed on final redesign plan and bids should be in by next week. Drafts are being reviewed by attorneys now.

B. Hiring- We have interviewed 3 candidates for the middle school teacher position. All postings are current on our website.

C. Professional Development- Several Staff members including Liv will be attending the PSD Crisis and Prevention and Response conference on Wednesday. Liv, Hillary, and Eric will be attending the Colorado League of Charter Schools Annual Conference on Thursday and/or Friday.

D. PSD Charter Renewal- The board should review the terms of the revised contract and come up with follow-up questions, needs, etc. for discussion with our attorney. We would like to clarify what the board member elections will look like. Will we be called the Board of Directors as opposed to the Board of Trustees. Can we do proxies? Do we have to add a member this year to fulfill the election? If you reach your term limit do you have to be re-elected?

E. Technology- We are exploring our options for tech infrastructure and organization, this includes how we will use a school Google drive, increase/re-evaluate security, equipment planning, etc.

B1.2. Financial Update-Mary

A. We are at 79% but had we had the students we projected we would have been at 70%. 8 students below are adjusted amount (lost 8 between December and January). 65% student fee payment rate. Next year we should make calls earlier. We'll have a budget to review and comment on in March.

B1.3. Strategic Plan

A. Marketing Committee- Liv/Kelly

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- a. Meeting with Liv, Hillary, and Kelly on March 7 to go over marketing committee roles and expectations. *Kelly Joy Christensen will contact Jeremy with regards to establishing a marketing committee.*
- B. Fund Development Committee- Hillary
 - a. Getting interest with regards to contacting Tracy and grant writing. Hillary and Eric will be meeting on the 7th as well. Garage sale in Fall. Colorado Gives Day more directed towards past donors. Mary and Hillary met with Monica about the Winter Faire and propose removing silent auction and invest in a bigger silent auction off site in the spring with drinks and food. Like a parent social. Puts the focus back on the students. Drive attention to teacher envelopes if we push back to the spring. Looking to see how much we can get donated for the event. Clear communication with teachers with regards to bonuses upfront.
- C. Board Logistics- Melinda
 - a. School Director Review-Hillary
 - A. Send out survey, not ask Liv to do self reflection yet. The board looks at survey responses at executive session. Then the board takes that as our foundation as knowledge going into review with Liv. Her self reflection will be an action plan response and that's what we sign off on. *Board members to look over survey and to give feedback to Hillary by this Friday, March 2.*
 - b. Executive Session to be scheduled for March 27th at 7:30 pm after Business Session. *Kelly Joy Christensen will add that to the agenda.*
 - c. Board to work on more modules and work to certificate completion.
- D. Optimal Structure- Greg
 - a. Will work through on the 20th
- B2. Town Hall Debriefing
 - a. Overall positive. Handled well, brought up helpful discussions. What can we do to improve? Maybe extend by a half hour at the end for open discussion/eat/drink. Format is good. Jon's chart was awesome!
- B3. Fall Survey Results-Melinda
 - a. Waiting on Liv's review. *Melinda Kerst will make them available to the board once it's approved.*

Closing Session

D1. Review All Consent/Action Items: Kelly to contact Jeremy and add executive session to the 27th agenda. Board members to look over survey. Melinda to distribute results of fall survey once it's approved by Liv.

D2. Move to Adjourn: 7:06 pm Melinda Kerst moved to adjourn the meeting and Greg Hirschi seconded it.

D3. Closing Verse: *Steadfast I'll stand in existence. With certainty I tread life's path. Love I cherish in the depths of my being. Hope I place in every deed. Confidence I place in every thought. These five guide me through existence. These five guide me to the goal.*