

Mountain Sage Community School - Board Agenda, 10-13-2014
Location - MSCS, 7:00-10:00PM

Intro Session

A1. Call to Order, 7:03pm, Attendance: Liv Helmericks, Sarah-Gennie Colazio, Jessi Brandt-Feldenkirchen (absent), Hillary Mizia, Jon Pointer, Duan Ruff (excused absent), Amy DeVries, Faculty Rep: Sarah Braun (excused absent) Consultant: Nancy Sexton (excused absent) Guest Auditor: John Cutler

A2. Approve Minutes: Approved

A3. New Business

A4. Approve Agenda: Approved

A5. Reading Our Mission: Cultivating the Creative Mind

Mountain Sage Community School offers Waldorf-inspired, arts-integrated education, fully incorporating sustainable living practices into student learning. Each child will be empowered to cultivate meaningful connections to their intellectual, physical, emotional, social and creative capacities in healthy, safe and beautiful learning environments. Through a supportive community of peers, parents and teachers, each child will become a confident, self-directed and engaged learner, invested in their own education.

A6. Public Comment - 3 minutes per person

Business Session

B1. Financial Updates

1. Audit Presentation: John Cutler of John Cutler & Associates shared the first draft of the Financial Audit with the Board. All Audit procedures have been completed. MSCS had a very good first year. Poudre School District will have a chance to review the draft, and then once he receives word from the District, John Cutler will issue a finalized audit electronically. Awesome job by Liv and Sarah-Gennie.
2. Enrollment and budget updates - SG FTE was almost right on. Will need to be updated to 191 from 190.6. Looks great for our beginning fund balance. Includes cuts from last meeting.
3. Oct 19 retreat Sarah-Gennie availability? - Sarah-Gennie is not available, but will sit down with Liv and do a preliminary 2015/16 Budget for the December meeting.

Sarah-Gennie leaves 7:37

B2. Director Update - Liv

1. Review written admin report - questions and/or important points
Liv updated the Board. She is in talks with the landlords regarding the facility expenses for the HVAC system on the upper floor. The CSSI Visit will be May 4-6. The Integrated Services Team is formed and working on more integration with in the classrooms. Faculty needs more collaboration time. We are probably under-bugeted for some of our Integrated Services hours. The Faculty voted by consensus to adopt a school wide Positive Behavior Intervention & Support (PBIS) system. Concensus is a great strength in building trust and community.

Topics for a Town Hall style meeting were discussed as was the idea of holding one sooner rather than later.

Parent Council meeting was small but very exciting. Well-run with clear direction. Flow of communication is much better this year thru teachers and class parents. Faculty approved the Violin/Strings program which will be taught by a music teacher with Waldorf familiarity. George Hoeffcker and Donna Burgess will observe in the classrooms and offer some thoughts while they are here. Teachers are excited about the visit.

2. CDE Turnaround Status update: A letter has been sent to parents outlining the next steps.
3. Review Director goals and plans: Liv shared her goals and plans with regard to the Boards' evaluation. Observations with Nancy are going well, but it was suggested that Liv may need to do some occasional drop in visits to classrooms for maintenance as well as the larger observations. It was also suggested that she begin a best practices repository where she can add notes as they come up as a beginning to leaving a road map for future Directors. Liv noted that the additional role of Facilities Manager can be overwhelming for her at times. The Board will work toward hiring a Facilities Manager.

B3. Governance - Jon

1. Set agenda for October retreat - All
Date: October 19, 2014
Time: 8:00AM to 12:00PM
Location: School
 - Board Check In and Skill Matrix Working Session
 - Strategic Plan and Goals Working Session
 - Budget Review - for remainder of this year and projects for next - or long term model?
 - Revisit the Fundraising Plan/Guideline and have a clear mandate to bring to the Foundation Board members. The MSCS Board may require Foundation Board members to take the Foundation Training offered by the CDE. Also bring this to George Hoeffcker for discussion.
(Could Sarah-Gennie attend a portion of retreat? Is this portion needed?)
2. Jon has been working on updating the Board Policies as well as the Policy Designations from PSD. Once all the hard work is finished, they will be posted to the website.

B4. Misc

1. George's visit in November - Jon/Liv
 - a. Foundation and Fundraising
 - i. Let's discuss our desired training outcome and our short term plans
How do we split the responsibilities of foundation and school Fundraising Letter and other Fundraising options.
 - b. Board transitions- Jessi has moved her children to another school that can offer them two 5th grade classes. Jon has asked that she send a formal letter to resign from the Board. We need a process to remove Board members from Google Docs, Foundation Docs etc.

Closing Session

C1. Review New Action Items

C2. Move to Adjourn: 9:49pm

C3. 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.