

MSCS Board of Trustees Retreat
June 3rd, 2017 10 am - 2 pm
Primrose Studios, 4300 Michaud Lane

In attendance: **Liv Helmricks, Hillary Mizia, Jon Pointer, Kelly Joy Christensen, Greg Hirschi, Mary Wolf, Melinda Kerst, Cyril Virdegar, Nancy Sexton, Eric Richardson**

10 am: Call to Order: **10:18**

10:05: Approve Minutes

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

10:10: End of year check-in: **Jon would like to step down from treasurer position after his term. Melinda more time and open to new things. Greg lots to do at work, would like to go back to once a month schedule for balance. Liv happy, end of year, looking ahead at charter renewal and reflection, keep getting stronger as an organization. Mary son is doing well, slight health decline on a personal level. Nancy go to concerts, Seattle, daughter graduates from waldorf early education training, need to celebrate big milestones, hiring can be difficult, drawing the right people to us. Eric big summer travel plans. Cyril good to reflect back on things but looking forward to new things too. Working on commitment and space. Hillary hands full, needs to transition out of board president role, still committed to board, just not in presidential capacity, loves the school and the teachers, great fit for her family.**

10:45: Board self-evaluation

11:30: Roles and committees moving into 2017/2018- **discussed and clarified, one board member to attend faculty meeting and parent circle per month, plus facilitate one board meeting. Leads taken for a variety of positions**

12:00: Lunch

12:30: Charter renewal info and prep- **Board should look at the charter, in particular section B: Mission and Vision, section C Goals and academic performance, section D, especially pages 33-35 outreach/diversity/marketing, section E, especially pages 39-68 educational program and 107-112, section F (liv and nancy) G is budget and finance will have some changes, section H governance all board needs to review, section I (Nancy, John, etc), section K parent involvement look at, section M and N food service and transportation limitations, but can revisit. O is waivers need to be updated and review contract, sections P& Q- more faculty side, R- grievances, board should look at it. Appendix S and T articles of incorporation and bylaws need to be updated, Appendix U conflict of interest policy, Appendix W evaluation director evaluation and then teacher evaluation, do we want to update our approach?
Updating website, articulating educational program in a graphic way**

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1:00: Policy review- **Jon will take lead for first look review, will all look at them all by August to flag any big things to revisit**

Budget review-

Hiring update- **No german teacher,needs custodian and volunteer coordinator. Barbara Albert will do entire handwork program, down the road might need assistant to be groomed for woodworking. Shifting some things around on site so kids will go to music room for example. A designated handwork room upstairs as well.**

1:30: Board calendar- **Nancy, Liv, and Jon will revise, Hillary will publish**

1:45: Homework assignments/review action items- **Review Charter and prepare feedback as needed so we're ready to dive in at the early part of the school year. Review school policies from Enrollment procedures on, should be about 60. Jon will review policies, Hillary will update google calendar with board information and meeting dates, Melinda will set up a schedule to choose for monthly volunteers for faculty/parent circle. Hillary and Jon will describe job descriptions to pass the torch. New members need to go to MSCS board training folder to sign up for things.**

2:00: Close

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.