

Mountain Sage Community School - Board Agenda

October 24, 2017

Location - MSCS, 5:30-8:30 PM

Intro Session 5:30 pm

A1. Call to Order: 5:34 pm

A2. Attendance: Liv Helmricks, Hillary Mizia, Jon Pointer, Mary Wolf, Cyril Vidergar, Kelly Joy Christensen, visitors: Eric Richardson and Linde Chappelle (faculty rep), excused tardy: Melinda Kerst, excused absences: Greg Hirschi and Nancy Sexton

A3. Approve Minutes: **Jon Pointer moved to approve the minutes, Cyril Vidergar seconded. The board is in unanimous agreement.**

A4. New Business: **Liv Helmricks addresses in Director's Report**

A5. Approve Agenda: **Jon Pointer moved to approve the agenda, Mary Wolf seconded. The board is in unanimous agreement.**

A6. Our Mission: Cultivating the Creative Mind

A7. Public Comment - 3 minutes per person - limit 20 minutes total- **No public comment**

Business Session

B1. Updates and Discussion

B1.1 Director's Report

A. Reauthorization Preparation

a. Request for Reauthorization Sub-committee

b. Updates on 2011 Charter Application for Intent to Renew Letter
- Draft to MSCS Board by 11/10

c. Intent to Renew Letter content review and policy review at November 14th Board work session.

- Request for additional time at 11/14 meeting (5:30-8:30pm)

- Request for reauthorization focus at 11/28 Board meeting

d. All final reauthorization documents for review by board 11/21, with final discussion/approval at 11/28 meeting.

- Submittal to PSD on November 29.

B. Faculty Work- Continuing work, parent teacher conferences in October. Staff satisfaction survey will be sent out by Liv Helmricks this week. Liv and Abby's proposal is for grades 3-8 math assessment paper and pencil, English language arts paper and pencil all grades except 7-8. Liv Helmricks will send a link to the board and the faculty with info about this from the prcc website.

C. Student Intervention- Help for students academically and behaviorally. Integrated Services and school safety

D. Enrollment Season Dates and Events- See homepage of website. Lots of tours, every Wednesday most likely. Possibly push back a month for kindergarten enrollment age? 2018-2019 district calendar was approved, so will try to do revised calendar earlier.

B1.2 Financial Update- Jon: Getting ready fro financial audit. Everything has balanced out on the budget, but we don't know final count for sure, but we are in a wait and see time right now. Primary budget risks include: Student count, Timing of establishing wages and signing contracts before knowing student count, Changes in the PERA % that the school has to pay for

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each teacher, and Lease changes. Fundraising is more critical to handle the variability at this time. Foundation will need to open so the money raised from scrip can go there and the foundation can release the funds to the school. Scripware does per family allocation based on established percentages and can send out statements, as well as pay school fees and field trips with it, provided we create the Foundation.

B1.3 Strategic Plan

- A. Marketing Committee: Liv- Facebook ads about enrollment. Verbiage includes “charter public schools” for clarification. Focused on online presence, getting out on community calendars. Eric Richardson said we should ask families to rate school positively online. Look into responding to all online complaints. Facebook, Great Schools, school digger, etc.
- B. Fund Development Committee: Hillary- Colorado Gives Day is on December 5, make sure to put CG logo on everything that goes out until then. Highlight MSCS success stories with pictures and encourage to share. Increase emails with frequency the closer it gets to the event and social media posting. Parent Circle members will help spread the word as well. This is our friends and family campaign. Goal is \$250 donated per student. Board members to be ambassadors as well. Working on flier to hand out in pick up line for mid November. Tracy is working on compiling stuff to make grant writing more streamlined. Silent Auction stuff is moving along as well. Mary has a compiled a list. Eric Richardson noted that Salesforce.com has grant tracking, volunteer management, etc. to help.
- C. Board Logistics: Mary. Hillary updated board list of tasks and deadlines. Board possibly to be set up as Google team under master school drive.

B2. Board Roles- Eric Richardson to go to Foundation. Mary Wolf is interested in either position (president or treasurer) and Mary Wolf is volunteering for the position of Treasurer when Jon steps down, as the need is greatest in that capacity, and Jon will help her with the transition. Formal transfer and board vote will occur at a later date. **Mary Wolf moves to appoint Eric Richardson to the Board, and Kelly Joy Christensen seconded. The board is in unanimous agreement.** Welcome aboard, Eric!!!

B3. Consent Agenda
B3.1

B4. Review Action Items: **Jon Pointer will update Facilities portion of Intent to Renew letter to Liv Helmricks by November 9. Cyril Vidergar will update Transportation and Food Services portion to Liv Helmricks by November 9. Mary Wolf, Cyril Vidergar, Melinda Kerst, and Eric Richardson to send pics and bios in word format to Liv Helmricks by**

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November 9. Liv Helmricks will prep agenda for the work session meeting. Liv Helmricks will send out Staff Satisfaction survey this week. Liv Helmricks will send a link to the board and the faculty with info about pencil and paper proposal from prcc proposal. Liv Helmricks will update Great Schools listing this week. Liv will create verbiage to send out to parents regarding positive experiences at MSCS and urging them to leave reviews online. Mary Wolf will get information to Liv Helmricks about Silent Auction by next week. Lindie Caldwell will get a letter out to the staff regarding reminding parents where to look for MSCS email communications.

Closing Session

D1. Review All Consent/Action Items

D2. Move to Adjourn: **8:15 pm**

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.*