

**Mountain Sage Community School**  
**Board Meeting Minutes**  
Date:2/26/19 , 5:30-8:30pm  
Location: Mountain Sage Community School

Meeting Room Set-Up: Cyril Videgar and Kelly Joy Christensen

A1. Call to Order: 5:38 pm

A2: Attendance & Introductions: Kelly Joy Christensen, Hillary Mizia, Mary Wolf, Eric Richardson, Jon Pointer, Liv Helmericks, Melinda Kerst, Cyril Videgar. Absent: Greg Hirschi. Faculty Reps: Kelly Krieves, Sharon Docherty. Guests: Eric Sudhalter and Beau Bump

A3. Approve [Minutes](#) from Prior Meeting: **Eric Richardson moved to approve the minutes and Jon Pointer seconded. The minutes are unanimously adopted.**

A4. New Business:

A5. Approve Meeting Agenda: ***Changed the term consent agenda to policy discussion. Hillary Mizia moved to approve the amended agenda and Eric Richardson seconded. The amended agenda is unanimously approved.***

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

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

**Board Education (10 minutes)**

B1. This Month's Presenter: Mary Wolf                      Topic: Charter School Finance (module)

- PPR is typically 95% of revenue, but mill levy funds will affect that percentage. Next month will be budget heavy.
- Program revenue includes all day kindergarten and after school care, plus club fees, etc.

Next Month's Presenter: Eric Richardson

Topic: TBD

**Board Calendar & Action Item Follow-up (10 Minutes)**

B2. Review this Month's Events- Were required actions completed? What still needs to be accomplished?

- Town Hall- completed
- Agenda revamp- completed

B3. [Review the Next Two Months](#):

- Director Evaluation/Self-evaluation- Hillary will direct Cyril and Cyril will update the board on the process
- Board Mid Year Self-evaluation- removed from board calendar
- Budget Draft for next year- Board will receive materials in advance and should familiarize ourselves prior to next month's meeting
- Board elections- TBD

B.4 Review Past Action Items:

- Town Hall- completed. Observations- Lots of information, not as interactive as we would like it to be. Shorten the individual presentations moving forward, stick to five minute limit and then open up for Q & A after. We don't have to update everything, too many topics, we need to distill down. Send out agenda more in advance.
- Agenda revamp- completed. I made the B3 section a link to the board calendar.

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- Election dates and retreat dates under board logistics to be completed today- TBD later today

### Business Session

#### C2. Updates and Discussion

##### C2.1 Policy Discussion

- A. [IJ-AR](#)- Needs full rewrite- Jon will do
- B. [JQ](#)- Finance committee will review and update
- C. [JH/JHB](#)- Liv will review and update
- D. [JGA](#)- Liv will review and update

##### C2.2 School Director's Report- Liv

- A. Community partnerships for summer programming
  - Looking to partner with Beaver Lodge - they use natural areas and they would help our gardens as well! They are working on change of location application with the state and landlord has agreed. From first Monday after we get out of school until right before we start, should be daily from 8-4.
- B. Leveraging Mill Levy Funds (HB17-1735)
  - Focus is on salary pieces (para contributions, increased health benefits and PTO) and we want to sustain it. There will be new support positions as well. Summer projects include carpet replacement, playground, and adding windows.
- C. Facility needs, planning, and developing conversations
  - Very tight, we need to find ways to gain space. Liv talked to Lauren at vacant space behind us, a church is looking at that space currently, and that would be the ideal partnership, mutually beneficial. Potentially building an extension to this building. Looking at capital construction grant, but we need to develop a master plan for facility in order to apply. Subcommittee to focus on facility plans, part of strategic plan. Will discuss next month if time permits. Think about who would chair and participate in the subcommittee. Jon will work with Liv on this.
- D. Hiring and organizational structure for 2019/2020
  - Interviewed for aftercare and custodian positions today. Need more admin and support staff.
- E. School Safety Improvements
  - Got grant for almost 35k for school safety improvement. Increased drills to occur starting March.
- F. Enrollment Policies Review and Revision- Discussion
  - 100 hour volunteers- should we keep the program? Honor those that have completed and engaged but maybe not continue moving forward. Perhaps bolster the existing family volunteers and working that into the culture and the focus. **Kelly Joy Christensen moved to eliminate the program and Jon Pointer seconded. The 100 hour volunteer program is unanimously removed.**

##### C2.3 Financial Update- Mary

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### A. [Monthly review](#)

- Greatly improved collection rate
- All invoices have been sent
- Next month will be the budget discussion for 2019-2020

### C2.4 Board Logistics- Melinda

#### A. Board Candidate

- Eric Sudhalter- just moved here with a Waldorf teaching background from a variety of places.

#### B. Election dates

- Maybe push back submission deadline for letter of interest until after town hall, revamp the election dates for next year based on the knowledge we obtain with this flagship election. For this year, we will open voting from 8 am on April 15 and closes on April 22 at 4 pm.

#### C. Retreat dates

- June 2 possibly at Primrose Studio, but looking for alternates, (Sunday 10 am-5 pm) and August 10 at Primrose Studio (Saturday from 10 am- 5 pm)

### C2.5 Fund Development Committee- Eric

- Spring social will be on April 26. We have 200 tickets available at \$25 apiece beginning March 1. Website is live and working on auction. Will have an auctioneer.
- Scrip is going well. Good percentage of engagement but usage should be higher.
- Friends of Mountain Sage on the horizon.

## C3. [Strategic Planning](#)

### C3.1 Parent Circle

- In process

### C3.2 Financial Business Model

- TBD next month

### C3.3 Outreach Program

- Reaching out to community, blending and bridging, Using marketing for beyond student recruitment, school community presence and contribution. Service projects in visible shirts. Maybe a Waldorf fair to educate about school and Waldorf itself? Leveraging community partnerships should be goal.

### C3.4. Marketing Strategy

- Moving ahead

### C3.5 Integrated Standards

- Moving ahead

## Closing Session, 8:15 pm

### D1. Review All Action Items

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D1.1 Review Action Items from this Meeting: **Cyril will follow up with Liv's self-evaluation.**

**Board Logistics will get the surveys out ASAP and update the calendar accordingly. Jon will rewrite policy IJ-AR. Liv will review JH/JHB and JGA. Finance committee to review JQ. Kelly will put them back under consent agenda as revised for next meeting. Jon, Amanda, and Liv will meet to discuss needs of facilities Master Plan subcommittee. Jon will put the updated strategic plan on the drive and Kelly will link to agendas. Melinda will attend this Thursday's staff meeting.**

D1.2 [Board Member who will attend Next Month's Parent Circle Meeting, Faculty Meeting, and Facilitate Board Meeting](#): Eric Richardson

D2. Move to Adjourn: **8:31 pm. Mary moved to adjourn the meeting and Jon Pointer seconded. The meeting is unanimously adjourned.**

D3. Closing Verse:

*Steadfast I 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.*