

Mountain Sage Community School

Board Meeting Minutes

Date: January 28, 2020, 6:00-8:30 p.m.

Location: Mountain Sage Community School

Mountain Sage Community School Board of Directors

2310 East Prospect Rd. Suite A, Fort Collins, CO 80525 * Phone 970-568-5456 * Fax 970-797-1202

January 28, 2020 * Regular Meeting

A. Opening, 6:00 p.m.

A1. Call to Order

Beau Bump called the meeting to order at 6:01 p.m.

A2. Attendance & Introductions

- Present: Beau Bump, Melinda Kerst, Mary Wolf, Eric Richardson, Hillary Mizia, Bryan Kimbell, Liv Helmericks, Michael Ludolf (teacher rep), Jon Pointer
- Late:
- Absent:
- Guests:

A3. Hillary read Our Mission: [Cultivating the Creative Mind](#)

A4. Public Comment (3 minutes per person, Limit 20 minutes total)

B. Preliminary Matters, 6:15 p.m.

B1. Approve Minutes from Prior Meeting ([12/10](#), [12/23](#))

MOTION: Hillary moved to approve the minutes, Bryan seconded

VOTE: Unanimously approved.

B2. Call for Late Additions to Agenda

Announcements added as D1.5

B3. Approve Meeting Agenda

MOTION: Jon moved to approve the agenda, Hillary seconded

VOTE: Unanimously approved.

C. Board Education, 6:20 p.m.

C1. Presenter: Beau Bump

Topic: [Overview of Law Impacting Board Practices](#)

C2. Next Month Presenter: Melinda Kerst

Topic: TBD

D. Regular Business, 6:30 p.m.

D1. Consent Agenda (Confirm Consent Designation)

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D1.1 **Vote:** Colorado Open Meetings Law - Public Notice of Meetings location for 2020:

School Website: <https://www.mountainsage.org/meetings-and-minutes.html>

MOTION: Hillary moved to approve the public meeting notice location on the consent agenda,

Melinda seconded

VOTE: Unanimously approved.

D1.2 Policy Review (i.e. no discussion, if item pulled move to bottom of D):

D1.2.1 - School Policies: [GCKAA](#), [GDQD](#), [IGDA](#), [GCQC/GCQD](#), [IKC](#), [JFBA](#), [JQ](#)

MOTION: Hillary moved to approve the policies on the consent agenda,
Bryan seconded

VOTE: Unanimously approved.

D1.5 Announcements

D1.5.1 We thank Hillary Mizia for her seminal role as a founding board member. She has resigned from the board (to avoid a conflict of interest, C.R.S. 22-32-109(1)(y)) and will continue to support the school through her role on staff as the Development and Communications Coordinator.

D1.5.2 Brandon Woll has expressed an interest in joining our Mountain Sage Board and has some past experience as a treasurer. Melinda has already provided
Brandon

with the board requirements.

D2. [Review Strategic Plan](#)

AI: Eric - Add an agenda item to February regular board meeting to drill into the strategic plan in greater detail with dates in mind. Also discuss creating a subcommittee and assigning a board member.

D3. School Director's Report

D3.1 AED at MSCS, [PSD Info to consider](#). Liv will pursue.

D3.2 Three Streams of Support Roll-out ([document](#)) - began in January

- Discipline Support Team
- Intervention
- Moving forward with a new behavior tracking application to help keep organized.
- Will be adding the document contents to the parent handbook.

D3.3 Hiring and Program Development

- Tomorrow 1/29 is the first day for Hillary Mizia as Development and Communications Coordinator
- We still have open job postings, some interviews for Para positions this week

D3.4 Summer Conferences at Mountain Sage

- Roadmap to Literacy - June 8 - 10
- Wood, Wool, and Wax - Practical Arts conference lead by Barbara Albert - June 16 - 18

D3.5 Faculty Collaborations around Literacy and Math

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- Working on scope
- Working on a Daily Therapeutic Movement plan for the classrooms
- Optional Book Study

D3.6 Enrollment Projections and Capacity

- FULL FULL FULL for 2020-2021
- 100 people on our wait list
- Evidence of the need to grow, suggests the need for the capacity to have a 2-track school. Optimal design - 3 K funneling to 2 of each grade.

D3.7 Building Board and Faculty Connection

- Is Board attendance at monthly staff meetings having the intended effect? Do we need to consider a change.
 - Switch to the 1st meeting of the month when they do the birthday's and have an opportunity to do a little social time. These start on the 1st Thursday of the month at 2:05pm. Board members should show up by 2pm. Stay for the singing and social time: ~15 minutes.
 - **AI:** Melinda - Update the board rotation document to reflect the new schedule.

D4. Town Hall

D4.1 Structure, Agenda ([draft](#)), and Assignments

- **AI:** Beau - Finalize agenda so we can post by 1/31

D4.2 To-Do

- Communication: Sent in newsletter 1/28.
 - **AI:** Hillary - PC meeting next week request notification to classes
 - **AI:** Liv - Marquee message by 2/4
- Childcare: **AI:** Nancy Sexton - Set up childcare for the Town Hall
- Snacks: None
- Set-up: All - 6pm
- Clean-up: All

D5. Committee Updates

D5.1 Finance Committee Update

D5.1.1 [Report](#)

D5.1.2 Approve auditor change

MOTION: Hillary moved to approve the change in auditor,
Beau seconded

VOTE: Unanimously approved.

D5.1.3 Review and approve amended budget

D5.2 Facilities Committee Update ([report](#))

- Bryan has joined the Facilities Committee

D5.3 Fundraising Committee Update ([report](#))

- Fundraising committee restructuring - move from a board committee to being a school committee with parent volunteers.

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- **MOTION:** Mary moved to discharge the Fundraising Committee as a board committee, instead becoming a school committee. (Section 3.5 of the bylaws).
- Melinda seconded
- **VOTE:** Unanimously approved.

D5.4 School Accountability Committee Update

- Liv - Have been meeting monthly and making good progress.

D5.5 Board Logistics Committee Update ([report](#))

D5.6 Policy Updates

D5.6.1 School Policies ([tracking](#))

D5.6.1.1 We have waivers for 49 of 115 relevant district policies.

D5.6.1.2 Prior to meeting we have approved policies for 34 of 49 waivers

D5.6.1.3 Of the 15 unapproved policies, ~7 require work in Feb

D5.6.1.4 Feb Review: [IGF-R](#), [IJOA](#), [IJOA-R](#), [KEC](#), [KEF](#), [KEF-E](#), [KJ-R](#), [JS](#)

D5.6.2 Board Policies ([tracking](#))

D5.6.2.1 We have 36 board policies, all of which are due for review

D6. Items of the Month (from [Board calendar](#))

D6.1 - Jan - Agenda item to approve location for posting meeting info

D6.2 - Jan - Review [School Director Evaluation Survey](#) - DONE

D6.3 - Jan - Prepare for February Town Hall - DONE

D6.4 - Jan - Send [Parent and Faculty Survey](#) to School Director who distributes

D6.5 - Feb - First Draft of Budget

D6.6 - Feb - Summarize Parent and Faculty Survey Results

D6.7 - Feb - Director Evaluation feedback solicited and collected from faculty, board, admin staff, PSD contacts, special volunteers, and director's mentor.

D6.8 - Feb - Town Hall Meeting

D7. Scheduling Matters

D8. Miscellaneous

E. Closing, 8:20 p.m.

E1. Review Assigned Action Items

E2. Review [Upcoming School Calendar Events](#), Board Member Attendance

E3. Call for Final Comments

E4. Move to Adjourn

Board meeting adjourned at 8:30 p.m.

E5. 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.

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Confidence I place in every thought.

These five guide me through existence.

These five guide me to the goal.