

## Mountain Sage Community School

### Board Meeting Minutes

Date: April 7, 2020, 6:00-8:30 p.m.

Location: Google Meet - [meet.google.com/yjx-awxd-exr](https://meet.google.com/yjx-awxd-exr)

### Mountain Sage Community School Board of Directors

#### Web Conference - Details Below

April 7, 2020 \* Regular Meeting

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#### Conferencing Details

For those using their phone **Google Meet** is a different application than Google Hangouts Meeting ID/URL: [meet.google.com/omb-zdyi-ejw](https://meet.google.com/omb-zdyi-ejw)

Phone Numbers

(US)+1 475-209-2515

PIN: 567 378 374#

Please mute your phone or other device while not speaking.

#### A. Opening, 6:00 p.m.

A1. Call to Order

**Beau Bump called the meeting to order at 6:05 p.m.**

A2. Attendance & Introductions

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

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

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

#### B. Preliminary Matters, 6:07 p.m.

B1. Impact of COVID-19 on Board schedule/tasks for remainder of year

B1.1 - Upcoming Board Meetings - 4/14 Work Session, 4/21 Regular Board Meeting?

Board: Agreed to **4/28 as the next regular Board meeting** instead of 4/21, which would be the typical date as the 4th Tuesday.

Mary: **Preliminary Budget due** to the district by **April 15th, finalized by May 15th.**

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Liv: We will make sure that Amanda is present for the next Board meeting where we will go over the budget in detail.

Liv: Would like to take a moment to quickly find out Everyone is doing.

Liv: Information is changing quickly and the information we need from the state to discuss the budget on 4/28 may not be available yet.

Eric: Other significant topics: policies, and election.

Jon: Discuss timing of work session at the end of this meeting.

B2. Approve Minutes from Prior Regular Board Meeting ([2/25](#), [3/5](#))

**MOTION:** Bryan moved to approve the minutes, Jon seconded.

**VOTE:** Unanimously approved.

B3. Call for Late Additions to Agenda

Eric: Added D7.1 regarding publishing of policies

B4. Approve Meeting Agenda

**MOTION:** Eric moved to approve the agenda, Beau seconded.

**VOTE:** Unanimously approved.

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

C1. Presenter: Mary Wolf

Topic: Budget ([working budget](#))

Beau: Suggest covering later in meeting per agenda below

C2. Next Month Presenter: Jon Pointer

Topic: TBD

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

D1. Consent Agenda (Confirm Consent Designation)

D2. [Review Strategic Plan](#)

Jon: Added some additional details regarding facilities.

Melinda: Starting to reach out to those board members whose terms will be ending at the end of next school year.

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Liv: Previous minutes included an action item to track comments related to the strategic plan.

Jon: Suggest simply updating notes within the Strategic Plan.

#### D3. School Director's Report

- Remote Learning at Mountain Sage

Liv: Feel like Mountain Sage has done a good job of putting in a structure that's organized and clear for parents, with a resource they can go to for information.

Trying to find a balance between defining structure for remote learning and giving the teachers flexibility.

Able to check in with all of the teachers this week. Middle schoolers are already used to Google Classroom since they have been using it all year.

Challenges such as split-home families, internet connectivity, job loss are real issues community members are dealing with.

In the next week working on clearer expectations regarding grading. Some families they haven't even heard from. Expectations for the elementary school is mostly that they stay in touch. For middle school expectations are a little different, but what they are not going to do is lower grades from this point out due to factors outside the control of the school and parents alike.

Teachers have been working hard and they want to do their best for the children, and at the same time their jobs have changed completely.

There is going to be a lot of catching up in Fall.

Jon: Impressed at how calmly and quickly Mountain Sage ramped up to do remote learning. Jon has heard of other schools that are only now rolling out a strategy for remote learning.

Rachel S: So happy to see the videos with the verses to still have some of the Waldorf feel.

Liv: Has the remote learning resource page open every day and thinks it is very helpful.

The Personal team of Barbara Albert, Annie Addington, Judea Frank, Nancy Sexton, and Liv have been doing some amazing work, as well as Hillary on the communications front.

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Our facilities manager Erica Graham and Annie Hinton have been key in getting laptops to families.

The District has requested communications from Liv to the community regarding our remote learning strategy so it has been good to have that all on hand.

Bryan: With regards to attendance and our per-pupil funding and how that is all going to play out when we are not tracking attendance and in many cases we aren't turning in work?

Liv: Nobody is measuring attendance and work is not evidence of attendance, particularly since.

Bryan: Regularity with teachers approaches can make scheduling easier.

Beau: Miss Scott in 2nd grade has been fantastic, and participating as a family together has been fun. Appreciated Miss Scott's e-mail yesterday about giving each other leeway as everyone is doing the best they can during challenging times. The great thing has been that the feel of the school has remained the same.

Some of these larger closing events they want to start thinking about, though right now they are just trying to keep up with immediate concerns.

- Unified Improvement Planning

Liv: Before we left for break they had a . The deadline to submit the Unified Improvement Plan is now May 15th instead of April 15th. Liv's goal is to get that in the board's hands prior to the next board meeting.

- Employee pay during closure

Following district guidance and state guidance and continuing to pay employees during the closure including hourly employees and support staff. Will continue to follow their guidance. The funds have been allocated and perhaps this is a way to ease .

Families First Coronavirus Response Act has been posted for our employees.

Liv has been on the district calls. Facilities have been mostly shuttered. There have been some needs to come onsite but there is a process that includes using PPE and logging the visit.

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The District has approved the use of Microsoft Teams and Google Hangouts, though Zoom is not an approved platform.

A lot of focus has been on the students, families and teachers. At this point they can start to think a little more about how to engage some of the hourly staff.

- Further thoughts on board process and family/class issues

Liv: Takeaway from the recent situations that occurred, trying to consider how we might handle differently. Can be difficult with inflammatory subjects. Recommend that if the board needs to be involved that we communicate that we will have a class meeting and that a couple of board members attend that meeting. Would like the board to have been better informed coming into the meeting, and perhaps it would better be handled not as a board meeting and more as a class focused communication meeting.

Liv has spoken to some other people in the district and felt that perhaps the class could be better served in a meeting that does not have to contend with open meetings law, etc.

AI: Liv - Happy to put down a draft around how the board could potentially get involved that we can go over at a later board meeting.

- Misc.

#### D4. Committee Updates

##### D4.1 Finance Committee [Update](#)

Jon: Looked at the working budget distributed on 3/24 and 4/7 and like the way contingencies are being identified. The 3/24 version included the 5-year projections. The latest one added scenarios for decisions.

Amanda is doing a great job of staying connected with the district. She joined the

Mary: Trying to be extra conservative with the numbers considering all the stuff that has been happening recently. Bringing the number of students from 315 down to 307 and estimating with a 3% cut to PPR just to be cautious.

Board: No objections to Liv and Amanda submitting the preliminary budget to the District.

##### D4.2 Facilities Committee [Update](#)

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Jon: Checking to see that John Emmerling is working and if he is ok with feedback regarding the proposal. If so then they will move forward per information contained in the linked update.

#### D4.3 Fundraising Committee Update

No real FC activity going on right now. There have been some questions within our family community to facilitate some kind of donations for families experiencing hardships.

Liv: Looking

Mary: May have some information around legal and tax implications based on what she has seen through her work in HR.

#### D4.4 School Accountability Committee Update - Met but no update.

#### D4.5 Board Logistics Committee Update

Mary: No new interest since our last board meeting. Glory intended to attend tonight but is ill. She wants to know if she is able to submit her letter of intent if she could still be in the election?

The election is currently on the calendar for Monday, May 4th through Friday, May 8th.

Melinda wonders if there are any implications from the current situations. Mary and Melinda will connect offline to discuss and come back to the board with information.

Currently, those that would be on the ballot would be Rachael Sudhalter and Bryan Kimbell, and potentially Glory Walters.

Jon: Where are we at with our board size, candidates, etc?

Melinda: If our optimal board size is 9 and you need 51% that means you want to have at least 5 elected, but with no disadvantage to electing board members it seems we would want to elect as many as possible. We have 3 board members that plan to leave the board.

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Jon: Suggest we announce we are electing 3, we have 3 candidates, and if the community votes great but if they don't we at least tried and we can appoint. Requirement should be that **before the election we should include time in the next board meeting (4/28) to interview the prospective candidates.**

Board: Ok with including Glory Walters in the election if she is able to provide her letter of intent and participate in the next board meeting.

D4.6 School Policy Discussion: placeholder

D5. Items of the Month (from [Board calendar](#))

D5.1 - Budget

Discussed under D4.1

D5.2 - Director Review Process Adjustment

Beau: Would like to hear thoughts from the board about how to best use Liv's time and energy.

Mary: What she has seen is reviews being put on the back-burner during the current pandemic. Right now with everything changing rapidly due to response to COVID-19 seems like a bad time to be sending out requests for review feedback and surveys. Would like to either push the process back a month or change the format to incorporate less feedback. We should note in the review why the review process was different so if viewed down the road it would be apparent.

Liv: Thinks that we may encounter varying degrees of engagement. It could be difficult to get the participation we'd like with everything going on. Of course if we do forge ahead then we can always include the context of the circumstances surrounding this year and acknowledge that in the review. So, either way Liv is fine with it.

Jon: I think we've developed a good process and we still follow our process regardless of the time. Thinks that we could still send it out like normal but put appropriate language around it understanding that people may have varying degrees of capacity right now to respond.

Liv: Fine with whatever direction we go, but would just prefer that we not push it out to next year.

Board:

AI: Beau work on language and proceed with the process with a potentially compact format.

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D5.3 - Board election?

Discussed under D4.5

D5.4 - UIP (covered above in Director's Report)

D6. Scheduling Matters

D6.1 - Next work session = 4/21

D7. Miscellaneous

D7.1 - Timing of publishing existing policies - discuss further in next meeting.

### **E. Closing, 8:20 p.m.**

E1. List 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 9:04 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.*

*Confidence I place in every thought.*

*These five guide me through existence.*

*These five guide me to the goal.*