

## Mountain Sage Community School

### Board Meeting Minutes

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

Location: Google Meet - [meet.google.com/xas-xmpp-ibw](https://meet.google.com/xas-xmpp-ibw)

### Mountain Sage Community School Board of Directors

#### Web Conference - Details Below

#### April 28, 2020 \* Regular Meeting Minutes

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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/xas-xmpp-ibw](https://meet.google.com/xas-xmpp-ibw)

Phone Numbers

(US)+1 470-485-9712

PIN: 373 913 048#

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 6:07 p.m.**

A2. Attendance & Introductions

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

A3. 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 Regular Board Meeting ([4/7](#))

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

**VOTE:** Unanimously approved.

B2. Call for Late Additions to Agenda

B3. Approve Meeting Agenda

**MOTION:** Mary moved to approve the agenda, Jon seconded.

**VOTE:** Unanimously approved.

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

C1. Presenter: Jon Pointer

Topic: Team Building Games ([materials](#))

<https://restorativeteachingtools.com/browse-games/>

C2. Next Month Presenter: TBD

Topic: TBD

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

D1. Consent Agenda (Confirm Consent Designation)

D1.1 Policy Review (i.e. no discussion, if item pulled move to bottom of D):

D1.1.1 - School Policies:

D1.1.1.1 - Retire (no longer relevant): [DKA](#), [GBGD](#), [GCE/GCF](#), [GCE/GCF-R](#), [GCG/GCGA](#), [GCHA/GCHB](#), [GCHC](#), [GCI](#), [GCS](#), [GDI](#), [GDQD-R](#), [IGDA-E1](#), [IGDA-E2](#), [IGDA-E3](#), [IGDA-R](#)

D1.1.1.2 - Approve: [KEF](#), [KEF-E](#), [KNI](#)

D1.1.2 - Board Policies: [EL2.0](#), [EL2.1](#), [EL2.2](#), [EL2.3](#), [EL2.4](#), [EL2.6](#), [EL2.7](#), [EL2.8](#), [EL2.9](#), [GP3.0](#), [GP3.1](#), [GP3.4](#), [GP3.5](#), [GP3.6](#), [GP3.7](#), [GP3.9](#), [GP3.12](#)

**MOTION:** Beau Bump moved to approve the school and board policies decisions on the consent agenda, Jon Pointer seconded.

**VOTE:** Unanimously approved.

D2. [Review Strategic Plan](#)

Jon P. - Consider removing "Fundraising" from the strategic plan since the Fundraising Committee is no longer a committee of the board?

Liv - The board may still want to track what is going on.

Beau - Still thinks it is an important part of financial health, so leaning towards keeping it on, even though the Board does not have ownership of the area.

D3. School Director's Report

D3.1 - [Draft Unified Improvement Plan](#)

Liv: Primary goals - middle school academic growth, early literacy achievement. Challenge due to CMAS testing not happening this year.

Mary: Impact due to budget impact?

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Liv: Originally planned to hire a full-time match Interventionist, though we may need to have a paraprofessional fill that role. Anticipating the need to be conservative with our budget. We have been looking at several budget scenarios. If there is a deficit in the budget our plan may take longer to execute.

#### D3.2 - Looking ahead to the end of this school year and beginning of next school year This Year

Liv: It seems likely that the district will be shortening the school year, though that is not decided. We would follow suit with the district.

Working on plans for graduation, which would be some form of remote graduation, but could include some kind of packages. Want to mark this as an important time for these students and families.

Working on a plan for personal item pick-up. May be implementing a drive-through pick-up strategy. Still working out how to manage the return of materials such as laptops.

School's in general seem to be dealing with a lack of engagement since remote learning went into effect.

#### Next Year

Liv: Will be planning for different scenarios, ranging from normal, socially distanced learning, and remote learning.

#### Summer Learning

Conferences at Mountain Sage have, unfortunately, been cancelled. Plans for the Literacy conference on hold.

#### D3.3 - Hiring

Some employees are changing positions. Kirsten Hundley moving to a paraprofessional position.

Some class teacher assignment announcements going out this week.

Employee agreements are still waiting on the budget, probably will not be until May.

#### D3.4 - General update

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Staff evaluations are on hold at this time due to COVID-19 circumstances. Difficult to critique when everything is wildly changing. Connecting with members of the staff who are new this year just to provide informal feedback.

Due to social distancing limitations our enrollment process will need to adapt some. For example we cannot do class shadowing.

Finding ways to collaborate.

Next month would like to discuss feedback on what is working well with remote learning.

#### D4. Committee Updates

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

Liv: The May 12, 2020 is when we were supposed to get the budget forecast from the state, but the district doesn't feel like there will be enough detail. We will likely need to roll that into the May 26th meeting.

Mary: We don't have the final PPR numbers yet but anticipating it could be as much as 6% less. Expecting a sizable decrease.

May have to meet again in June. Amanda will be adding notes regarding what changes are made.

Collection rate goals were 85%. Will be dropping that down next year. Already having difficulty meeting that, but anticipate additional struggles due to economic factors.

Liv: Looking at potential options to provide meal assistance for families in need, considering that our school may need to take on a greater role of social support. Potentially partner with PSD. Just something Liv is thinking about.

AI: Beau - Make sure the budget is on the May 26th meeting.

The board took a 5 minute break at 7:38pm

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

Jon: We are waiting on John Emmerling's response to our changes to his proposal.

Will be reaching out to the committee with regards to resuming meetings.

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#### D4.3 - Fundraising Committee [Update](#)

Will be removing from the agenda for future Board meetings.

No meeting of the Fundraising Committee since the last board meeting.

#### D4.4 - School Accountability Committee Update

No update.

#### D4.5 - Board Logistics Committee [Update](#)

Melinda: Glory Walters may be interested in serving on the board at a later date but is withdrawing her candidacy at this time.

Election is coming up May 4th-8th (electronically).

Liv: Communicate this week that this is coming, and forge ahead with the planned May 4th - 8th date.

#### D4.6 - Policy Discussion

D4.6.1 - School Policies: [IGF-R](#), [IJOA](#), [IJOA-R](#), [JS](#), [KEC](#), [KJ-R](#)

D4.6.2 - Board Policies: [EL2.5](#), [GP3.2](#), [GP3.3](#), [GP3.8](#), [GP3.10](#), [GP3.11](#)

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

D5.1 - Budget (approval timeline delayed d/t PSD, state) -- take up 5/26

D5.2 - Director Review

D5.2.1 - Timeline/revisit issue in light of PSD

Beau: Want to know what the Board's position is in terms of whether we want to reconsider doing a formal review, or recognizing current circumstances are unique and bypassing a formal review this year?

Melinda: Want to know

Liv: The district is not doing their typical 360 degree process. Considering what teachers have on their plate right now, it seems like a strange time for a full review. Liv would like feedback from the board and would like to go through her own meaningful reflective process. Her perspective is that current circumstances seem like a bad time.

Jon: Happy from a board perspective to provide a review or feedback at any time. Do not want to impose a board limit on when it needs to occur at this time.

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Beau: Delay the process indefinitely for now and revisit periodically. We may have a June meeting. Let's see what changes and wait to make that decision.

#### D5.3 - Board election

D5.3.1 - Interview Rachael Sudhalter, board candidate.

Beau: Areas of interest?

Rachael: Logistics (what Melinda has been doing) looks interesting. Jumping in and helping, like potentially fundraising. Finance isn't a particular area of interest.

The Board thanks Rachael for her interest and looks forward to her election and joining the Board.

Mary: Will be able to prepare the election to go out on Monday, May 4th.

D5.3.2 - Communication to the school community regarding Board election. Melinda to do this week.

#### D5.4 - May meeting

Board intentions and officer positions discussion

Year reflection

Summer/fall plan/expectations

D5.5 - Per board policy GP 3.7 each April, the Board will publicly review its expenditures and establish its projected costs of governance for the next fiscal year.

AI: Eric - Link the details for this item to the May agenda.

#### D6. Scheduling Matters

5/12 - Work session? No.

5/26 - Regular Board meeting

All Board members are available to potentially have a June retreat. Seems like early June would be a good option. Could even do an outdoor socially distanced meeting.

AI: Beau - Consider plans for a June retreat.

#### D7. Miscellaneous

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

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- E1. List Assigned Action Items
- E2. Review [Upcoming School Calendar Events](#), Board Member Attendance
- E3. Call for Final Comments
- E4. Move to Adjourn

**Beau attempted to adjourn at 8:30 p.m. Actual time 8:38 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.*

*Blessings on our school!*