



Board Business Meeting Minutes

Date: July 21, 2020, 4:00-6:30 p.m.

Location: Google Meet - meet.google.com/jzb-jkmg-dxa

Conferencing Details

For those using their phone **Google Meet** is a different application than Google Hangouts

Meeting ID/URL: meet.google.com/jzb-jkmg-dxa

Phone Numbers

(US)+1 478-292-4009

PIN: 945 045 862#

Please mute your phone or other device while not speaking.

A. Opening, 4:00 p.m.

A1. Call to Order

Beau Bump called the meeting to order at 4:00 p.m.

A2. Attendance & Introductions - Welcome new Board members!

- Present: Beau Bump, Melinda Kerst, Mary Wolf, Eric Richardson, Jon Pointer, Bryan Kimbell, Rachael Sudhalter, Liv Helmericks
- Late:
- Absent:
- Guests:

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

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

B. Preliminary Matters, 4:15 p.m.

B1. Approve Minutes from Prior Regular Board Meeting (**6/30**)

MOTION: Beau B. moved to approve the minutes, Jon P. seconded.

VOTE: Unanimously approved.

B2. Call for Late Additions to Agenda

B3. Approve Meeting Agenda

MOTION: Beau B. moved to approve the agenda, Rachael S. seconded.

VOTE: Unanimously approved.

C. Board Education (suspended over summer)

D. Regular Business, 4:30 p.m.

D1. Consent Agenda (Confirm Consent Designation)

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

D4.6.1 - School Policies: [FE](#), [FEA](#), [FEAA](#), [FEB](#), [FEG](#), [FEH](#), [JS](#), [JFBA](#)

MOTION: Eric R. moved to approve the school policies on the consent agenda, Melinda K. seconded.

VOTE: Unanimously approved.

D2. [Review Strategic Plan](#)

Beau B. proposes that we reserve discussion of the strategic plan for the upcoming retreat. Board unanimously agreed.

D3. School Director's Report

D3.1 Planning Details for 2020-2021

Eric R. - Asked if this would eventually be an external document? Liv H. replied that the intention is this would be an internal document. Other information will need to be provided for parents and the general community.

Jon P. wanted to express gratitude for the amount of effort and heart that went into this planning document. Board echoed Jon's comments.

Jon P. asked if, based on the referenced CDC materials, if we as a board should expect to need to be involved in board review. Board will need to approve definition of educational process to include remote learning, in coordination with administration and consistent with evolving guidance from CDE.

Liv H. - Asked if Eric R. as secretary has had an opportunity to monitor recent developments from PSD. Eric R. - Not since our previous board meeting.

Bryan K. - Discussed CDC materials and the implications of whether the board will need to adopt policy related to impact of COVID on educational programming.

Brief discussion about recordkeeping.

AI - Bryan K. follow up with Liv off-line about a potential solution that could potentially be helpful in implementing some of this COVID related process.

Rachael S. - Do we have an idea how many families are going to opt for online-only "virtual" learning? Liv H. - We won't know entirely until we put the actual information out there and ask for families to identify their choice, but in feedback from the questionnaire there were 36 families that mentioned they would have interest in a virtual program. The school is working to figure out a virtual option.

Liv H. - The school is in the process of working on identifying groups A and B. Phase 3 is the maximum phase that we can do with our current facilities while maintaining safety. The maximum in our classrooms is really 12-13 plus a teacher. How this will work is we will be making group information available to families Friday, July 24. PSD is hoping to make a tentative decision on their decision about phases tentatively by July 27.

Discussion regarding options for announcing the plan to the community.

General consensus is that the sooner we can get information to families once we have reliable information the better.

Jon P. - Just as the PSD e-mail suggests, regardless of how schools start it is likely that plans will fluctuate throughout the year based on conditions. It would seem to be a good idea to echo that sentiment in our communications to families.

Liv H. - One area it has been difficult to get information from (Larimer County Health Department vs. local Health District) the local and state health officials is how medical exemptions for masks work.

Rachael S. and Bryan K. - What types of exemptions will be considered? Medical only or are there other types?

Jon P. - It seems like the school should be able to mandate that masks be required for on-site learning. Accommodations could be handled via remote learning options.

Bryan K. - Question about keeping Chrome books at school, if that is an issue for families. Liv - That is more for phase 3, but with phase 1 and 2 that would be different, and that may still change.

Melinda K. - In the online leadership training that Melinda and Bryan went to in May, one of their suggestions is to make sure there is a plan in place if the School Administrator is unavailable due to illness, etc. Liv - Agree that needs to be considered and planned for.

D3.2 Starting Phase Decision and Program Development

Break 5:30 - 5:37pm

D3.3 School Calendar Proposal Discussion & [current state guidance on attendance and hours](#)

Liv - Some special considerations: Allocating "off days" between the groups/cohorts, and making sure students have their last days on-campus.

Jon P. - Suggested changing the festival verbiage in the key from "in" to "if".

Bryan K. - Suggest changing verbiage for early dismissal to remove the phase reference.

Beau B. - Notice January 8 is not included in the list near the key and would be if we are being consistent.

MOTION: Eric R. moved to approve the school calendar with the recommendations above, Mary W. seconded.

VOTE: Unanimously approved.

Liv H. - Now this can be included with upcoming announcements which can help families with planning.

D3.4 Miscellaneous Items: Food Program Development, Staffing update, Website, etc.

Liv H. - Moving forward with food program. PSD can't do. PSD to release MSCS to connect with alternative school food authority - Revolution foods as option? Looking into it.

- Help navigate federal reimbursement piece.
- Possibly look into own SFA down the road.

Liv H. - Now that we have a better idea of the structure/phase for the upcoming school year they can focus more on hiring needs for hourly and support staff.

Due to the nature of things at this time Circus Arts as an activity is being replaced by Sustainability.

Redoing the school website based on WordPress instead of Weebly.

AI: Mary W. - How might the Board help to recognize the efforts of the contributors who helped put together the school plans for 2020-21? Perhaps e-mail by board members.

Mary W - Can we as a school continue to offer a remote learning option indefinitely? Liv H. - At least for the current year we are ok, but if we want to continue to have a remote learning option in the future we would have to go back to PSD again.

D4. Committee Updates

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

D4.1.1 - **Budget** - no meeting, no changes for the Board to review currently.

AI: Liv H. - Add Bryan K. to the invite for Finance Committee meetings going forward.

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

D4.3 - School Accountability Committee Update

D4.4 - Board Logistics Committee Update

Melinda K. - New Board Bio's will need to be 50 words or less.

D4.5 - Policy Discussion

D4.5.1 - Board Policies: [ADD4.10](#)

Beau B. - Summary: more generally reflect our Board's commitment to legal requirements we are already following, but is a good resource/reminder.

D4.5.2 - MSCS Policy Review - Added a scheduling section to the [MSCS Policy Review Guidelines - Procedure](#) document.

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

D6. Scheduling Matters

D6.1 - Board Meeting/Rotation Calendar for [2020-21](#)

Need to revise calendar to reflect 20/21 reality. Likely no staff meeting attendance, possible virtual participation in Parent Circle. AI: Beau/Eric revise.

The proposed calendar dates are based on past years. Looks fine in general but board members can provide feedback any time prior to next weekend (deadline Friday, 7/31).

AI: Mary - Sanity check Eric's board meeting date proposals for the coming year.

Resume 6 - 8:30 time slot for board meetings starting again in August.

D7. Miscellaneous

D7.1 19/20 SY Wrap-Up Items - Beau -- Aug. bus. mtg.

D7.2 June Retreat Summary and Reflection - Beau Aug. bus. mtg.

D7.3 August Retreat Planning - AI: Beau collect items into document, email to Board

- Retreat to not occur in light of timing/resources related to school opening

Question: Should we consider re-scheduling the August retreat given the adopted school schedule?

We will do a more abbreviated version using the regular business meeting

Liv - It is a difficult time being right before school starts.

D7.4 Thoughts for 20/21 Board Education Segment of Meetings - Beau

Additional possible education modes: podcast prior, discussion at meeting; guest speakers?

E. Closing, 6:20 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 6:30 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.

Confidence I place in every thought.

These five guide me through existence.

These five guide me to the goal.