

## Board Business Meeting Minutes

May 25, 2021, 6:00-8:30 p.m.

### Location

Mountain Sage Community School  
2310 East Prospect Road, Suite A, Fort Collins, CO 80525

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

A1. Call to Order

**Beau B. called the meeting to order at 6:10 p.m.**

A2. Attendance & Introductions

- Present: Beau Bump, Bryan Kimbell, Eric Richardson, Liv Helmericks, Mary Wolf, Melinda Kerst, Nancy Sexton (faculty liaison), Rachael Sudhalter, Stephane Cosby, Jon Pointer
- Late:
- Absent:
- Guests: Ashley Haas (board candidate)

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

**Director Jon P. read our school Mission at 6:12 p.m.**

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

**No public comments**

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

B1. Approve Minutes from Prior Regular Board Meeting ([4/27](#))

**MOTION:** Melinda K. moved to approve the minutes, Jon P. seconded.

**VOTE:** Unanimously approved.

B2. Call for Late Additions to Agenda

**There were no changes to the agenda.**

B3. Approve Meeting Agenda

**MOTION:** Beau B. moved to approve the agenda, Mary W. seconded.

**VOTE:** Unanimously approved.

### C. Board Education

C1. Reflections by our Outgoing Board Members (Jon, Mary, Melinda)

Jon Pointer

- Brought his notes from his very first MSCS meeting was July 7, 2012!
- The board's relationship with the director is paramount. Recognize and cherish that relationship. Supporting our director Liv has been his primary focus during his time on the board.
- Facilitation - Kind, patient, yet strong. Respect each other's time and not allow unproductive conversations to waste everyone's time. Realize that while we may be leaders in other areas we are not leaders of schools.
- Keep our mission front and center.
- Budget - The budget is critical to the success of the school. Be inquisitive and mindful.
- School teachers are key to the experience of students.
- As we grow there will be a tendency to pull away from collaboration
- Bring love and joy to each meeting. Being a member of the board is not a job, it is a blessing.

Mary

- Highly recommend attending the annual CLCS conference, especially early in your time on the board. It's a great opportunity to meet vendors, other board members and educators, and learn from a variety of sessions.
- The Secretary role is a very critical role. Choose the position carefully.
- Having a good facilitator is key to effective meetings.
- If you ever have issues in the board with disagreement a good facilitator is critical.
- Ask questions that are critical and important. Don't bog your Director and those that support them down unnecessarily.

Melinda

- Being on this board has been a gift. Grateful for her time on the board.
- History with Waldorf education began with Jon at River Song (5 years on that board, 3 years here at Mountain Sage). Interesting to see the difference between that private board vs. this public board.
- Enjoy seeing the board rally to support Liv.
- What a gift it is to have Liv as our director.
- How great it is to have this and other connections to the school community with her grandchildren at the school.
- Also recommend attending conferences. It is a great way to learn about other people's experiences at other schools.
- If the Board and the Administrator share the same guiding principles then it isn't necessary to micro-manage.

Nancy Sexton played for the board the audio recording of student Sarah M's speech at this year's Rose ceremony. This year's graduating class was the first to attend 1st - 8th grade here at Mountain Sage.

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

D1. Consent Agenda (Confirm Consent Designation)

**There were no items on the consent agenda.**

D2. Review [Strategic Plan](#)

D3. School Director's Report

- Students
  - We have electives this next year in middle school led by our subject teachers. An elective form was sent out in the Beat newsletter.
  - Two rose ceremonies this week.
  - Tomorrow is the 8th grade graduation.
  - First return of an 8th grade class graduating high school (~10 kids who came back to tour the school).
- Staff
  - Teachers working on end-of school reports.
  - A teacher had to be let go at the end of April. Another teacher has stepped in to fill that position.
  - We have hired a Forest Homeschool Enrichment program lead.
  - Still have some open positions we are hiring for.
  - Family visit guidance - The classic home visit has evolved due to covid and the area we service is wide. Allowing more choices for families and teachers.
  - Only about half of the staff have a permanent office space.
  - Have kept the staff meetings on Zoom for convenience so far, but this next staff meeting will be in person.
- Summer Projects
  - Working on strategic planning for the future. Amanda and Liv met to discuss summer collaboration and training. Working on a plan to try and pay teachers for collaboration.
  - Tech platforms and use this coming year. We will see a return to technology use more consistent with our program in the past (less for elementary). Computers will be left at school barring special circumstances. Potentially some intentional introduction of Google Classroom in the 5th grade or typing in preparation.
  - Some work around requirements for core literacy curriculum and how to work that in while staying true to core Waldorf values.
  - Lunch program - It seems viable and we hope to launch next year. Have released an RFP and have gotten back one bid so far. The bid so far is by a company that incorporates some organic foods and seems willing to incorporate produce from our gardens. We want to make sure we have fresh foods and do not create a lot of waste. All kids have access to free lunches next year and the school can be reimbursed by the Federal program.

- Planning for August.
- Parent Circle - Thinking about the structure. Maybe each classroom has one class parent. Want to make parent circle a place of inspiration for parents and a place for ongoing education. Find ways to nurture parent volunteers.
- Playground work - Probably begin with embankment amphitheater and slide.

#### D4. Committee Updates

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

###### D4.1.1 - 2020-21 Amended budget approval on agenda

Jon P. had a question about PERA (line 22 of the budget). Does it mean that contribution will not be going into the teachers account (state portion).

Wondering what impact that has for individual teachers?

Liv: The school's contribution will go up. The employee contribution also has gone up. Can also follow up with business manager Amanda Griffith to provide an answer to the board.

2021-22 budget will be addressed during a business session on the date of the retreat.

**MOTION:** Bryan K. moved to approve the amended 2020-21 budget as presented, Jon P. seconded.

**VOTE:** Unanimously approved.

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

##### D4.3 - School Accountability Committee Update (no meeting/update)

##### D4.4 - Logistics Committee Update ([report](#))

###### D4.4.1 - Election; vote to appoint new Board members

**MOTION:** Beau B. moved to approve the appointment of Stephane Cosby and Ashley Haas as board members serving a standard 3 year term effective immediately, Bryan K. seconded.

**VOTE:** Unanimously approved.

##### D4.5 - Policy Discussion

D4.5.1 - PSD Policy Updates (through 4/27/2021): [Summary](#)

D4.5.2 - August Board Policy Review: [IC/ICA-20-21](#)

D4.5.3 - September Policy Review: [GDQB](#), [GDQD](#), [IGA](#), [IGD](#)

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

##### D5.1 - May - Review of Year, Lessons Learned and Training

- D5.2 - May - Conduct Election for Board Members during the second week of May
- D5.3 - May - Provide Newly Elected Board Members with Onboarding Materials
- D5.4 - June - Board Summer Retreat
- D5.5 - June - Board Composition Review and Self Evaluation
- D5.6 - June - Assessment/student performance report to Board
- D5.7 - June - General review of the year
- D5.8 - June - Review School Accountability Calendar
- D5.9 - June - Review Board Member Contact Info
- Summer Break
- D5.10 - Aug - August Retreat
- D5.11 - Aug - Annual Board Member Agreements

D6. Scheduling Matters

D7. Miscellaneous

- D7.1 - Retreat agenda linked [here](#)
  - D7.1.1 - Retreat logistics

D7.2 - Retreat attendees discussion

D7.3 - [2021-22 Board Meeting Rotation and Dates](#)

**MOTION:** Beau B. moved to approve the proposed 2021-22 board meeting schedule, Bryan K. seconded.

**VOTE:** Unanimously approved.

D7.4 - School Director Review Wrap-Up

D7.5 - Option for Executive Session moved below close of meeting.

**E. Closing, 8:30 p.m.**

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

**Beau B. adjourned the regular meeting at 8:28 p.m. to begin executive session.**

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.*

**MOTION:** Beau Bump moved to enter into Executive Session for budget discussion of individual salaries (Executive Session per C.R.S. 24-6-402(4)(f) - Personnel Matters). Eric Richardson seconded the motion to enter Executive Session.

**VOTE:**

**Yay:** Beau Bump, Eric Richardson, Mary Wolf, Ashley Haas, Melinda Kerst, Jon Pointer, Rachael Sudhalter, Stephane Cosby.

**Nay:** None

Executive Session entered at 8:34pm.

**MOTION:** Beau Bump moved to exit the Executive Session for budget discussion of individual salaries (Executive Session per C.R.S. 24-6-402(4)(f) - Personnel Matters). Eric Richardson seconded the motion to enter Executive Session.

**VOTE:**

**Yay:** Beau Bump, Eric Richardson, Mary Wolf, Ashley Haas, Melinda Kerst, Jon Pointer, Rachael Sudhalter, Stephane Cosby.

**Nay:** None

Beau B. adjourned the executive session at 9:15 p.m.