

Board Business Meeting Minutes

October 26, 2021, 6:00-8:30 p.m.

A. Opening, 6:00 p.m.

A1. Call to Order

Beau B. called the meeting to order at 6:03 p.m.

A2. Attendance & Introductions

- Present: Beau Bump, Stephane Cosby, Ashley Haas, Liv Helmericks, Bryan Kimbell, Eric Richardson, Nancy Sexton (Faculty Support/liaison), Rachael Sudhalter, Amanda Griffith (Business Administrator)
- Late:
- Absent:
- Guests: Alessia Nava (Clifton Larson Allen auditors), Chris West, Lisa Wennerth, Gregory Bazoin, Coelle Smith

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

Nancy Sexton read our school Mission.

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 Board Meeting ([9/28](#))

MOTION: Director Beau B. moved to approve the minutes, Bryan K. seconded.

VOTE: Unanimously approved.

B2. Call for Late Additions to Agenda

Corrections to numbering of agenda items, but no additions.

B3. Approve Meeting Agenda

MOTION: Director Beau B. moved to approve the agenda, Bryan K. seconded.

VOTE: Unanimously approved.

C. Audit Presentation from CLA

C1. Alessia Nava will be presenting the audit details and opening the discussion for questions.

- The results of the audit, there were no findings and we were given the best rating.
- Governance letter - high level summary of the audit. No new accounting policies needed or created this year. All of our controls were reasonable. There were no difficulties

performing the audit. There were some corrected misstatements but they were easily corrected. Some small adjustments.

- Internal Controls Communication
 - Some material findings around Segregation of Duties that are being addressed.
 - New account recording around operating leases. Due to the small number of business leases Mountain Sage has adapting should be relatively straight forward.
- Director Eric R.: Thanked CLA for a smooth audit and for being proactive in preparing us for future changes coming.
- Amanda G.: Stated that using the same auditors as PSD has been very beneficial.
- Gratitude expressed by the board to Amanda Griffith for her efforts on the audit, keeping things well organized with a higher than normal number of approved budgets.
- Liv: We also do have a new Business Assistant to assist Amanda which will help with Segregation of Duties. She has a lot of excellent experience.
- Beau B: It sounds like our decision to move to CLA for our audits has continued to be a good one.
- Many thanks to Alessia for coming to the meeting to present and field questions.
- Many thanks to Amanda for all of her good work on the audit as well.

D. Board Education

D1. This month's presenter: Eric Richardson

D1.1 - Topic: Tools: Salesforce.org Nonprofit Success Pack (NPSP)

- Salesforce founded in 1999
 - Mark Benioff
 - Oracle competitor
- Started as customer relationship management tool
 - Now much more, including educational institution tools
 - Adaptable and can build onto it
 - Platform
- 1-1-1 philanthropic model (.org)
- MSCS potential use
 - Grant management tools
 - Donations
 - campaigns/marketing

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

E1. Consent Agenda (Confirm Consent Designation)

E1.1 Policy Review (i.e. no discussion, if item pulled move to bottom of D):

E1.1.1 - School Policy Review: [IGDA](#)

MOTION: Director Eric R. moved to approve the school policies on the consent agenda, Stepha C. seconded.

VOTE: Unanimously approved.

E2. Review [Strategic Plan](#)

E2.1 - Responsible parties/committees report on suggested revisions

Director Ashley H. suggests that we keep items on the strategic plan for a month after they are completed so they can be discussed in the next meeting.

If there is anything we are taking off the list as completed it would typically show up in committee reports.

Liv H. - Recommend that we have a work session to dive into the strategic plan at least once during the school year.

AI: Beau B - Schedule a work session to review the strategic plan.

E3. School Director's Report

Nearing the completion of our first quarter. We've completed parent-teacher conferences and things are in full swing. People are working hard. Our teachers are passionate about meeting the needs of their students

- Staff update
 - DEIJ (Diversity, Equity, Inclusion, Justice) meeting.
 - Lots of change: Modular arrived, playground construction is taking shape.
 - A lot of health and safety things to talk about with the staff with the changing season and more activity moving inside.
 - Suicide prevention training November 5th.
 - Deepening our commitment to artistic work.
 - Reconnecting with the larger Waldorf movement.
 - The importance of casual connections. Nancy has been setting up opportunities for staff members to meet and connect.
 - Application of the six basic exercises of Steiner
 - Recruiting
 - Custodial staff
 - In-house sub
 - Custodial staff member resigned yesterday.
 - Nancy S: Word of mouth would be helpful.
- Unifying experiences
 - K-3 - Lantern walk coming up on November 12th.
 - Volunteers are so important.
 - Call-out to Coelle and Chris for their volunteer time.
 - To Liz B. and Sam H. for Winter Warmth Drive.
- Superintendent Visit
 - Brian Kingsly toured the school today and learned about what makes Mountain Sage unique.

- Got to sit in on some classes.
- Unified Improvement Plan
 - Our strategic plan as a school outlining how we will maintain our Performance rating
 - Based on state literacy metrics
 - Submitted before the **October 15, 2021 deadline.**
- Facilities
 - New Modular
 - Playground work
 - Other updates from the Facilities Committee later in the meeting.
- Feedback
 - Beau B.: Wanted to express gratitude for how much work went into making the parent-teacher conferences go smoothly. The Bump family's experience was excellent and they hope that message can be passed on to the teachers and staff.
 - Liv H.: Any time people can take a moment to thank their teachers it is greatly appreciated because it really makes a difference.
- Needs
 - Logan Nance has been working hard on interventions.
 - We are living in a different world right now and the needs are many related to our modern life.
 - Guest Lisa: As a public high school teacher she has been very impressed by the underlying philosophy of our Waldorf pedagogy.
 - Guest Gregory: Happy to be able to attend a board meeting.
 - Guest Chris: Trying to raise his level of commitment. Able to see what is going on during parent circle meetings, during nature walks, and the work Logan Nance is doing. Looking at the process of becoming a board member. Everything in his experience comes back to connections...connections with school, students, staff are key. There will always be many needs, but feeling connected helps them feel more manageable. It's wonderful that this school is available for free to families. He wishes that more families were aware of why this school exists and what a great opportunity it is.
 - Guest Coelle: Has been realigning her values and wanting to be involved with the school more. Ashley Haas has been speaking to her about involvement with the board. During her initial walkthrough at the school she loved the philosophy of teaching children to be curious which will lead to learning.

7:30pm - break

7:42pm - board meeting resumed

E4. Committee Updates (7:42pm)

E4.1 - Finance Committee Update ([report](#))

Amanda: We should probably have a working session to discuss the budget.

Work Session: 11/30/2021

Bryan: Targeting the February board meeting to have recommendations for salary structure so that it can factor into the budget.

E4.2 - Facilities Committee ([report](#))

Bryan K: So do we need the board to take action now?

Liv H: We do have a concept review with the city to look at the exploratory study for an expansion of the existing site. Our playground is one owner. Our facilities are owned by a different owner. The property behind the school is owned by a 3rd owner. November 4th will be the meeting with the city to complete the exploratory investigation for the current site.

Ashley H: We have done our due diligence and now need to get the Board's blessing today to move forward with investigating the new-site option, although at this point there is still no monetary commitment.

Amanda: Whatever fees there are (including up-front fees) would be wrapped up and included in a bond.

Liv: Right now we are under-serving our community. There is always more interest in our Kindergarten program than we can accommodate. Additionally it's easier for the staff when there are two teachers per grade each year.

The Mountain Sage Board of Directors unanimously supports the Facilities Committee's recommendation to move forward with the investigation and pursuit of the new-site option.

E4.3 - School Accountability Committee Update ([report](#))

Will be meeting quarterly.

E4.4 - Logistics Committee Update ([report](#))

We have 4 potential board members that are engaged and another 5th person that has expressed interest.

E4.5 - Proposed New Board Subcommittee

E4.5.1 - Strategic Financial Support Development ("Development")

Liv: Recommend Fund Development Committee

E4.5.2 - [Proposed Scope](#)

E4.6 - Policy Discussion

E4.6.1 - PSD Policy Updates (through 9/28/2021): [Summary](#)

E4.6.2 - Policy Review: [IHAAA](#), [IHAM](#), [IHCFA](#), [IJ](#)

E.4.6.3 - Policies [IGE](#), [IGF-R](#), [IHA](#) pulled from the consent agenda for discussion.

AI: Eric - Suggested revisions for IGF and IGF-R for November meeting.

AI: Liv - Revisions of IHA to be reviewed in the November meeting.

E5. Scheduling Matters

E5.1 Items of the Month (see [Board calendar](#))

E5.1.1 - Current year budget revisions and count day results discussion

E5.2 - Review [Upcoming School Calendar Events](#), Board Member Attendance

E6. Miscellaneous

F. Closing, 8:30 p.m.

F1. Review Action Items

F2. Call for Final Comments

F3. Move to Adjourn

President Beau B. adjourned the meeting at 8:38 p.m.

F4. 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.