

Board Special Business Meeting Minutes

April 12, 2022, 6:00-8:30 p.m.

A. Opening, 6:00 p.m.

A1. Call to Order

Vice-President Rachael Sudhalter called the meeting to order at 6:02 p.m.

A2. Attendance & Introductions

- Present:
 - Liv Helmericks (School Director)
 - Stephane Cosby (Board Member)
 - Ashley Haas (Board Member)
 - Bryan Kimbell (Board Member)
 - Eric Richardson (Board Member)
 - Rachael Sudhalter (Board Member)
 - Nancy Sexton (Faculty Support/liaison)
 - Amanda Griffith (MSCS Business Administrator, Building Corp Board Member)
 - Hillary Mizia (MSCS School Administration Manager, Building Corp Board Member)
- Late:
- Absent: Beau Bump - expected absence (Board President)
- Guests:
 - James Sudhalter (MSCS Student, 7th Grade)
 - Annah Moore (CBRE)
 - Kristen Stevenson (Paralegal, Ballard Spahr)
 - Hester Parrot (Attorney with Ballard Spahr representing Colorado Educational and Cultural Facilities Authority, Bond Issuer)

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

Nancy Sexton read our school Mission.

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

James Sudhalter - Glad to be here.

B. Preliminary Matters, 6:10 p.m.

B1. Approve Minutes from Prior Board Meeting ([3/22](#))

MOTION: Director Richardson moved to approve the minutes. Director Haas seconded.

VOTE: Unanimously approved.

B2. Call for Late Additions to Agenda

There were no changes to the agenda.

B3. Approve Meeting Agenda

MOTION: Director Richardson moved to approve the agenda. Director Kimbell seconded.

VOTE: Unanimously approved.

C. Board Education

C1. No educational topic planned for this meeting.

D. Regular Business, 6:15 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 - Board Policy Review: [GP3.3](#), [GP3.6](#), [GP3.8](#)

MOTION: Director Sudhalter moved to approve the policies on the consent agenda. Director Cosby seconded.

VOTE: Unanimously approved.

D2. Facilities

Director Haas: We have had an expedited purchase and bond process, at 45 days. Many people were involved in making this time frame possible. We have arrived at a deadline to sign this bond as a board, which is what brings us here tonight. Closing on building scheduled for April 27th.

D2.1 - Bond Purchase Resolution

D2.1.1 - Pursuant to Bylaw Sec. 2.5 (b), Board President has delegated to Board Vice President any and all authority to execute these documents on the Board's behalf.

MOTION: Director Sudhalter moved to enter discussion of the bond purchase resolution.
Director Cosby seconded.

VOTES: Unanimously approved.

Presentation by Kristen Stevenson to Board regarding resolution.

MOTION: Director Kimbell moved to approve the bond purchase resolution.
Director Haas seconded.

VOTES: Directors Cosby - Aye, Sudhalter - Aye, Richardson - Aye,

Haas - Aye, Kimbell - Aye.

The motion passed.

D2.2 - Bond Purchase Agreement

D2.2.2 - Pursuant to Bylaw Sec. 2.5 (b), Board President has delegated to Board Vice President any and all authority to execute these documents on the Board's behalf.

MOTION: Director Richardson moved to approve the bond purchase agreement.

Director Sudhalter seconded.

VOTES: Directors Cosby - Aye, Sudhalter - Aye, Richardson - Aye, Haas - Aye, Kimbell - Aye.

The motion passed.

Board took a 20 minute recess at 6:40 p.m.

The meeting resumed at 7:02 p.m.

D3. Finance

D3.1 - 2022-2023 Draft Budget Approval

Nancy Sexton asked about adjustments to salaries for administrative staff to accommodate inflation and health insurance costs, similar to how Teacher salaries are being looked at?

AI: Bryan K. - The Finance Committee will discuss how to best incorporate a more formal review cycle period for salaries.

Bryan K. - Question - Since we are already including the removal of reserves for the bond work then why are we not projecting the return of escrow funds at closing?

AI: Bryan K. - Work with Amanda and the Finance Committee to complete the budget prior to the April 26th board meeting for review and approval by the board.

AI: Amanda G. - Double-check Salary tab row 11 "Teachers - Class (0060-0100-201)" columns J (23/24) and L (24/25) to make sure the increase is correct even with the same number of teachers.

AI: Amanda G. - On Budget tab of the budget adjust row 72 columns Q through U. Tech Equipment has been adjusted, action completed.

Draft proposed budget for 2022-23 will be provided to PSD by April 15th with final board-approved by April 28th.

AI: Beau B. - Add 2022-23 budget approval to the April 26th meeting.

AI: Beau B. - Continuing Disclosure Agreement policy approval needs to be included in the April 26th meeting.

AI: Beau B. - Check if transition of officer positions needs to be included in the April 26th agenda.

D4. Logistics

D4.1 - Election

Currently we have 21% participation, with 30% required.

AI: Rachael S. - Reminders will go out Monday and Thursday from Election Buddy.

AI: Rachael S. - Work with Hillary M. to send out a school reminder recommending people check their spam for Election Buddy emails, include language that ALL parents should vote, and include count of how many votes we are from the election being valid.

AI: Rachael S. - Email Leisha Craft to add Mountain Sage Staff to Election Buddy.

D4.2 - Policy Discussion - for April 26th review and approval

D4.2.1 - April School Policy Review: [IGF](#), [IGF-R](#), [IHA](#), [IJ](#)

D4.2.2 - April Board Policy Review: [GP3.7](#), [GP3.9](#), [GP3.10](#), [GP3.11](#)

D5. Scheduling Matters

D5.1 - Items of the Month (see [Board calendar](#))

D5.1.1 - School Director Evaluation is underway, Executive session 4/26

AI: Eric R. - Send out reminder e-mail incorporating the “anonymous feedback” language.

D5.1.2 - Approved budget submitted to PSD by Deadline

D5.1.3 - [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: Ashley H. - purchase governance books and send costs to Bryan K.

AI: Bryan K. - Include the 2022-23 Board budget in the Finance Committee report for the April 26th meeting.

D5.1.4 - Final Budget Review

D5.1.5 - Draft Meeting Rotation and Dates for next year - Board Secretary

AI: Eric R. - Create meeting rotation and dates for 2022-23 and provide to the Board for the April 26th meeting.

D5.2 - Review [Upcoming School Calendar Events](#), Board Member Attendance

E. Closing, 8:30 p.m.

E1. Review Action Items

E2. Call for Final Comments

E3. Move to Adjourn

Vice-President Rachael Sudhalter adjourned the meeting at 8:36 p.m.

E4. Closing Verse:

*May wisdom shine through me
May love glow within me
May strength permeate me
That in me may arise
A helper of humanity
A servant of goodness
Selfless and true*