

## Board Business Meeting Agenda

December 18, 2023 6-9pm

### Location

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

### WORKING SESSION, 6:00 p.m. - 7:00 p.m.

1. **Opening, 6:00 p.m.**
  - 1.1. Welcome
  - 1.2. Attendance
  
2. **Board Discussion**
  - 2.1. Budget discussion with TES (Maggie)
  - 2.2. Board meetings available virtually for the community
    - 2.2.1. Discussion points - Technology required, bandwidth for setting up, timing to start
  - 2.3. Board Candidate Interview: Troy Wixson
  - 2.4. Board Candidate Introductions: Paul Maloney, Colleen Barricknow, Mark Guttropf
  - 2.5. Governance Committee: recruitment update
  - 2.6. Facilities Committee: realignment discussion
  
3. **Policy Review:**
  - 3.1. Policy Discussion (Per [Board Meeting Rotation Spreadsheet](#))
  - 3.2. Board policy [GP3.12](#) - Bylaws Discussion
  - 3.3. December School Policy Review discussion: [DDA CECFA](#); [DKC](#)
  - 3.4. Board Policy Review: [ADD4.6](#) [ADD4.7](#); [EL2.2](#) [EL2.3](#);
  - 3.5. January policies for review: [DN ECAE](#); [EL2.4](#) [EL2.5](#)

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### BREAK, 7:00 p.m. - 7:10 p.m.

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### BUSINESS MEETING: 7:10 p.m - 9:00 p.m.

1. **Opening, 7:10 p.m.** (5 minutes)
  - 1.1. Call to Order
  - 1.2. Attendance & Introductions
  - 1.3. Our Mission: [Cultivating the Creative Mind](#)

- 1.4. Public Comment (3 minutes per person, Limit 20 minutes total)  
[Policy ADD 4.8 - Public Participation in Board Meetings / Board Guest](#)
2. **Preliminary Matters, 7:15 p.m.** (5 minutes)
  - 2.1. Approve Minutes from Prior Board Business Meeting ([11/27](#))
  - 2.2. Call for Late Additions to Agenda
  - 2.3. Approve Meeting Agenda
3. **New Business, 7:20-7:30 p.m.** (10 minutes)
  - 3.1. January Board Communication
    - 3.1.1. Announcement timing: The Beat 1/9 & 1/23; “Town Hall” 2/12
  - 3.2. New Board Candidate Appointment Vote - Troy Wixson
4. **Regular Business, 7:30 p.m. - 8:30 p.m.**
  - 4.1. School and Board Policy review
    - 4.1.1. Consent Agenda (i.e. no discussion, if item changed substantively, move to next meeting’s agenda):
      - 4.1.1.1. School Policy Review: [DDA](#) [DJA](#) [CECFA](#) [DJA](#) [DJB](#)
      - 4.1.1.2. Board Policy Review:
        - 4.1.1.2.1. Proposed Changes: [ADD4.6](#), [ADD4.7](#);
    - 4.1.2. PSD Policy Updates: [Summary](#)
    - 4.1.3. Discuss items from working session
  - 4.2. Committee Updates: (5-6 minutes for each committee)
    - 4.2.1. **Operational** [Report](#) - (Liv, Sara) - (10 minutes)
    - 4.2.2. **Finance** Committee Update ([report](#)) (Bryan)
      - 4.2.2.1. VOTE on amended budget
    - 4.2.3. **Development/Fundraising** Committee ([report](#))(Chris)
    - 4.2.4. **SAC** (School Accountability Committee) Update ([report](#)) (MacKenzie)
    - 4.2.5. **Governance** Committee Update ([report](#)) (Jen)
      - 4.2.5.1. Board Member Candidate Q & A
      - 4.2.5.2. Appointment of new Board member discussion
    - 4.2.6. **Visioning** Committee Update ([report](#)) (Bryan/Liv)
    - 4.2.7. **Alignment** Group status check ([report](#)) ( )
  - 4.3. Calendar Items ([from Board calendar](#)) - (Steph) (10 minutes)
    - 4.3.1. DECEMBER
      - 4.3.1.1. Thank you cards to faculty and staff
      - 4.3.1.2. Review Parent and Faculty Survey and make necessary changes

- 4.3.1.3. All new board members complete training by end of year
- 4.3.1.4. Approve calendar proposed by School Director for upcoming school year
- 4.3.1.5. Director Evaluation - AI Performance Survey review with School Director
- 4.3.2. JANUARY
  - 4.3.2.1. Policies for January review: [DN ECAF](#); [EL2.4](#) [EL2.5](#)
  - 4.3.2.2. Work Session - Strategic Plan Review/Discussion, Mid-Year Assessment
  - 4.3.2.3. Agenda item to approve location for posting meeting info C.R.S. 24-6-402 (2)(c)
  - 4.3.2.4. School Director Evaluation Survey Updates if needed
  - 4.3.2.5. Prepare for February Community Update
  - 4.3.2.6. Send Parent and Faculty Survey to School Director who distributes
  - 4.3.2.7. Secure locations for Board retreats
  - 4.3.2.8. Review officer position changes for the upcoming year and assign incoming officers if needed for cross training.
  - 4.3.2.9. Director Evaluation - Distribute survey for feedback (early January)
  - 4.3.2.10. Director Evaluation - Executive session of the board to review survey results and possible compensation scenarios. Recommendations given to Board President for discussion points in review meeting with Director. (January Board Meeting)
  - 4.3.2.11. Prepare for conversation related to School Director salary during executive session.
  - 4.3.2.12. Title IX Training for all Board members (required annually)
- 4.4. Scheduling/Miscellaneous Items (5 minutes)
  - 4.4.1. [Colorado League of Charter School Town Halls](#) - Fridays @ 9:00 am
- 5. **Closing, 8:55 p.m. (5 minutes)**
  - 5.1. Review Action Items
  - 5.2. Review [Upcoming School Calendar Events](#), Board Member Attendance
  - 5.3. Call for Final Comments
  - 5.4. Public Comment (3 minutes per person, Limit 20 minutes total)  
[Policy ADD 4.8 - Public Participation in Board Meetings / Board Guest](#)
  - 5.5. Move to Adjourn
  - 5.6. 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.*