

## Board Business Meeting Agenda

January 22, 2024, 6:00 - 9:00 pm

### Location

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

Live broadcast via [Zoom](#) (ID: 5055666563)

Note: Community Participation in the meeting will not be available via Zoom. Late requests to join zoom (after 7pm Business Meeting start time) may result in delayed admittance. This option is still in beta, please be patient while we work out the kinks.

### **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. Strategic Planning session - follow up from [work session](#)
  - 2.2. Discussion - [Proposed bylaws changes](#) to sections 3.4 and 4.3 (link for Board members only)
  - 2.3. Board officer position succession planning
  - 2.4. Board candidate interviews
  
3. **Policy Review:**
  - 3.1. Policy Discussion (Per [Board Meeting Rotation Spreadsheet](#))
  - 3.2. School Policy Review discussion: [DN](#), [ECAF](#)
  - 3.3. Board Policy Review discussion: [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 ([12/18](#))
  - 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. Reading of the proposed bylaws changes to sections 3.4 and 4.3
  - 3.2. Vote on Board Candidates
  
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: [DN](#) [ECAF](#)
      - 4.1.1.2. Board Policy Review: [EL2.4](#) [EL2.5](#)
        - 4.1.1.2.1. Proposed Changes:
      - 4.1.1.3. PSD Policy Updates: [Summary](#)
    - 4.2. Operational Update
      - 4.2.1. **Operational [Report](#)** - (Liv, Sara) - (10 minutes)
      - 4.2.2. **Alignment** Group status check ([report](#))
      - 4.2.3. **Visioning** Group Update ([report](#)) (Bryan/Liv)
    - 4.3. Committee Updates: (5-6 minutes for each committee)
      - 4.3.1. **Finance** Committee Update ([report](#)) (Bryan)
      - 4.3.2. **Fundraising** Committee Facilities ([report](#)) (Chris?)  
[☰ 2024-01-22 Board Committee Report - Development/Fundraising](#)
      - 4.3.3. **SAC** (School Accountability Committee) Update ([report](#)) (MacKenzie)
      - 4.3.4. **Governance** Committee Update ([report](#)) (Jen)
    - 4.4. Calendar Items ([from Board calendar](#)) - (Steph) (10 minutes)
      - 4.4.1. DECEMBER
        - 4.4.1.1. Approve calendar proposed by School Director for upcoming school year
      - 4.4.2. JANUARY
        - 4.4.2.1. Work Session - Strategic Plan Review/Discussion, Mid-Year Assessment

- 4.4.2.2. Agenda item to approve location for posting meeting info C.R.S. 24-6-402 (2)(c)
- 4.4.2.3. School Director Evaluation Survey Updates if needed
- 4.4.2.4. Prepare for February Community Update
- 4.4.2.5. Send Parent and Faculty Survey to School Director who distributes
- 4.4.2.6. Secure locations for Board retreats
- 4.4.2.7. Review officer position changes for the upcoming year and assign incoming officers if needed for cross training.
- 4.4.2.8. Director Evaluation - Distribute survey for feedback (early January)
- 4.4.2.9. 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)
- 4.4.2.10. Prepare for conversation related to School Director salary during executive session.
- 4.4.2.11. Title IX Training for all Board members (required annually)
  
- 4.4.3. FEBRUARY
  - 4.4.3.1. Community Update Meeting
  - 4.4.3.2. First Draft of Budget
  - 4.4.3.3. Summarize Parent and Faculty Survey Results
  - 4.4.3.4. Director Evaluation - Board President and School Director engage in AI Performance Review conversation (scheduled to happen after Board executive session). (early February)
  - 4.4.3.5. Director Evaluation - School Director submits AI Performance Goals to Board for review and finalize compensation in executive session. (late February)
  - 4.4.3.6. February policies for review: [EL2.6](#), [EL2.7](#), [ECF](#), [FE](#), [FEA](#)
  
- 4.5. Scheduling/Miscellaneous Items (5 minutes)
  - 4.5.1. [Colorado League of Charter School Town Halls](#) - Fridays @ 9:00 am on 9/15, etc

**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.*