

**PUBLIC MEETING OF THE  
MOUNTAIN OAK SCHOOL BOARD OF DIRECTORS  
REGULAR MEETING MINUTES**

Pursuant to A.R.S. 38-431.02(1) notice is hereby given to the members of the Mountain Oak School and the general public that the Board of Directors of the Mountain Oak School will meet on the time and date listed below. The meeting will be held at the Mountain Oak School, 1455 Willow Creek Rd., Prescott, Arizona. The Board may vote to go into Executive session on any agenda item, pursuant to A.R.S. 38.-431.01(A)(3) for legal advice on matters as set forth in the agenda item. Executive session are not open to the public. Board Members or other participants may attend by telephonic conference. The following topics and any variables thereto will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

**Vision: Mountain Oak School is Committed to the Following:**

- Growing our school population to full enrollment.
- Developing and enriching our campus.
- Maintaining and building our financial health.
- Expanding our presence and visibility in the greater community.
- Becoming a nexus of Waldorf cultural activity in Arizona and the nation.
- Cultivating and supporting a strong and vibrant school community.

Meeting Type:	Date:	Start Time:	End Time:	Location:
Regular Meeting	2/5/18	3:30 PM	4:40	Assembly Hall 1455 Willow Creek Rd Prescott AZ 86301

Meeting comes to order at: 3:30pm. Marlene arrived 3:34pm

Agenda Items	Presenter
<b>1 Public Comment</b>	N/A
<b>2 Faculty Report</b> <i>Winter Festival, Candlemas took place. It was beautiful. Getting ready for AZ Merit. Practicing typing. ZigZag Monkey bars were approved, order pending.</i>	Jenica Scaife
<b>3 Director Report</b> <i>Head count 171-K-8, 23 PreK ADM is 169.27 off our hundredth day. New enrollment 1 in K, and 9 exits since Jan 1. Some may have left due to our rigorous Math program and social needs in the middle school. Fundraising-8<sup>th</sup> grade-Science Fair and Chipotle night and Wildflower night. Rummage sale 24<sup>th</sup>, 25<sup>th</sup> March or moved to March 31 and April 1 because of Slow Foods. Grow with us Seeds coming up both rummage and Seeds are school wide fundraisers. PA and faculty to help with fundraisers. Marketing-Earth Day is 4/21 Jenica heads this up Kindergarten Open House March 3 and all school April 14 Website is new and updated every week</i> <b>State County Federal-</b> <i>Approving calendar for March Yavapai County DHS- relicense the kindergarten for aftercare because we have older kids having different care needs. We got golden plate award for safe food handling. ASBCS -our original charter may not have to change. It stated dismissal for younger grades was 2:30, we hope to stagger the release time to help with traffic 1-3 release at 2:50. ACWE-April 7<sup>th</sup> Desert Marigold. Board members should go changed to April 14<sup>th</sup> our open house day.</i> <b>Community Education-</b> Faculty read Veiled Pulse of Time first semester now studying –The Seven Core Principals of Waldorf Education. <i>Slow Foods-willing to help get our kitchen up and running as a teaching kitchen. Process started.</i>	Cindy Roe

	<p><i>Parent education-Sharon McFeeley is scheduling for 2<sup>nd</sup> semester parent education topic. .</i></p> <p><b>Faculty and staff update</b>-Jennifer McMillian not returning. Craig, Scaife, Sullivan, Beck, Olson, Henderson Maki returning. Holmes has not stated yet, he had just returned to the school.</p> <p><i>Have placed ads online for filling positions.</i></p> <p><i>Scholastic Book Fair, Marley will hold for spring Open House.</i></p> <p><i>Computers for test are being practiced on through a typing class.</i></p> <p><i>PA-low attendance.</i></p> <p><i>Site-City coming for inspections of stage Several inspections take place over the time.</i></p> <p><i>Safe routes-coming in March? Is planned but waiting to hear on the actual construction.</i></p> <p><i>New furnace in East building and new duct work.</i></p>	
4	<b>Operations Report</b>	-
5	<p><b>Board President Report</b></p> <p><i>A couple parents have come up to her regarding 7<sup>th</sup> grade Math and the personality of the teacher teaching math. Otherwise she is getting a feel for the position.</i></p>	Nicole Morris
6	<p><b>Charter Holder Report-</b></p> <p><i>Is ASBCS waiting for ADE before setting up dashboard expectations. Gearing up for AZ Merit. Marlene sent out email, teachers are required to go online and take tutorial before becoming proctors.</i></p> <p><i>Once teachers have checked it out and get the check mark they can give the practice tests to students. Than they can see where students are and can strengthen areas that may need strengthening.</i></p>	Marlene Sullivan
7	<p><b>Consider Approving Requested Fees for 2018/2019 School Year</b></p> <p><i>No increase in fees. Some times we have a hard time collecting fees from parents. Watch the economy. May increase in the future but our poverty count is above 50%. Cindy recommends to keep the fees the same.</i></p> <p><i>Jeff makes the motion, Jenica seconds, all in favor, motion carries.</i></p>	Cindy Roe
8	<p><b>Consider Approving Pets on Campus Policy</b></p> <p><i>People like to bring their dogs when they pick up the kids. Sometimes more than one dog is on campus. There are vaccination and medical good health requirements as well as the availability of a handwashing station. The state health administrative code requires the above mentioned items. Only service dogs are allowed.</i></p> <p><i>Dogs can be in cars but not out. Motion to pass Pets on Campus Policy with the identified changes of pets allowed to be in cars.</i></p> <p><i>Cindy made the change to the policy:</i></p> <p><b>The policy: Pets on Campus</b></p> <p><i>For the safety and comfort of students, staff, parents and other campus visitors, please do not bring your dogs or other pets on campus during school hours unless prearranged with administration and/or the class teacher for a class activity or event.</i></p> <p><i>If you must bring your pet when picking up or dropping off your student, the pet must remain in the vehicle or arrange to meet your</i></p>	Cindy Roe

	<p><i>child off campus.</i></p> <p><i>Any person or entity that operates a public place shall not discriminate against individuals with disabilities who use service animals if the work or tasks performed by the service animal are directly related to the individual's disability. Work or tasks include assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing nonviolent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities and helping individuals with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort or companionship do not constitute work or tasks.</i></p> <p><i>Service animal means any dog or miniature horse that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual or other mental disability. Service animal does not include other species of animals, whether wild or domestic or trained or untrained.</i></p> <p><i>for the safety and comfort of students, staff and visitors. If you must bring your pet when picking up or dropping off your student the pet must remain in the vehicle. Or if you are walking with your pet to pick up your child make arrangements with the school. Marlene made the motion to accept this as amended, Nicole Seconds; all in favor, motion carries.</i></p>	
9	<p><b>Consider Approving Use of Tax Credit funds for families unable to contribute for the 2018 8<sup>th</sup> Grade Field Trip</b>  <b>Some families can not contribute all of the cost for their child.</b>  <i>See supporting documents in hard copy binder of board minutes. Edie makes the motion, Jenica seconds, all in favor, motion carries.</i></p>	Cindy Roe
10	<p><b>Consider Approving 2017/18 Earmarked Fundraising Expenditure</b>  Cindy recommends approving the ADA compliant handicap lift for this year's school wide fundraising expenditures. PA membership is low this year. Administration carried the Winter Faire and strongly supported the Kids Kreation fundraisers. <i>Move to approve an ADA compliant wheel chair lift for earmarked funds for 2017-18 pending PA final input on Feb 13<sup>th</sup>.</i>  <i>Nicole makes the motion, Edie seconds, all in favor, motion carries..</i></p>	Cindy Roe
11	<p><b>Consider Accepting Resignation of Marlene Sullivan from the Board</b>  <i>Nicole makes the motion, Jenica seconds, all n favor motion carries.</i></p>	Nicole Morris

12	<b>Discuss Mid-year 2017/18 Director Evaluation</b> <i>We need to evaluate in December, mid year.          Need two evaluations for Pedagogical and School director.          Cindy explains the standards to the board.          Job descriptions must be tied to the evaluation and perhaps overlaid onto a framework of standards          Evaluations: Job description based. Director will show evidence.          Focus on 2 objectives each bi-monthly time frame to simplify with how to show evidence.          Cross referencing from description to evaluation.          Meeting in March, Wednesday the 21<sup>st</sup> 2:30 workshop.</i>	Cindy Roe
13	<b>Discuss and possible action on Conflict of Interest Policy</b> <i>Cindy explains the need for this policy. Auditors saw on our minutes that we had a recent conflict and suggested that we have a policy. Edie made some changes to the Draft Policy. So second draft will be given to board members to look over and vote will take place at the next meeting. See board meeting binder for supporting documents.</i>	Cindy Roe
14	<b>Consent Agenda:</b> <b>Vouchers: #14, 15, 1828-31</b> <b>Approve Minutes from January 8<sup>th</sup> 2018</b> <i>Nicole makes the motion, Jeff seconds, all in favor motion carries.</i>	Nicole Morris
15	<b>Meeting Adjournment</b> Closing: The healthy social life is found When in the mirror of each human soul The whole community finds its reflection And when in the community The virtue of each one is living. ~Rudolf Steiner	Nicole Morris

Adjourned 4:41

**Posted Outside 1455 Willow Creek Rd By: \_\_\_\_\_ Date/Time: \_\_\_\_\_**

**Posted On School Website By: \_\_\_\_\_ Date/Time: \_\_\_\_\_**

**Attendee Information:**

Name	E-Mail Address	Present
Marlene Sullivan, Board Member	marlenesu@hotmail.com	X
Nicole Morris, President	nicole.d.morris.lmt@gmail.com	X
Jeffrey Holmes, Board Member	jeffdroid@gmail.com	X
Edie Dillon, Vice President	eadwellspring@yahoo.com	X
Jenica Scaife, Board Member	jartlip@mountainoakschool.org	X
Robert Davis, Board Secretary	good2behome@gmail.com	
Jamie Juarez, Admin Assistant, Non Member	jjuarez@mountainoakschool.org	
Cindy Roe, Interim Director, Member Ex-Officio	croe@mountainoakschool.com	x