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 sessions 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 to order at: 3:33

<table>
<thead>
<tr>
<th>Meeting Type</th>
<th>Date</th>
<th>Start Time</th>
<th>End Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>Regular Meeting</td>
<td>4/2/2017</td>
<td>3:30PM</td>
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<td>Great Hall</td>
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<td>1455 Willow Creek Rd</td>
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<td>Prescott AZ 86301</td>
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<table>
<thead>
<tr>
<th>Agenda Items</th>
<th>Presenter</th>
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<tbody>
<tr>
<td>1 Public Comment</td>
<td>N/A</td>
</tr>
<tr>
<td>2 Director Report</td>
<td>Cindy Roe</td>
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<tr>
<td>Enrollment- Currently 163 students in K-8 22 in pre K. 3 new in March in 1st 2nd and 6th. One exit in 6th. Next year re-enrollment and new were at: 157 147ADM and 6 pre-school children will go into Kindergarten 6th grade 24, 20 in 4th grade, 16 in 5th, 11/12 in 6th, 20 in 7th, 1st grade has 21. 3rd grade has 19 2nd grade has 16.</td>
<td>Cindy Roe</td>
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<tr>
<td>Budget/finance- 140 ADM to plan the budget, safe number. We can adjust the budget upwards for increase or lower estimated ADM in May. Prop. 123, a lawsuit against the action was won. Plaintiff said Prop 123 not constitutional but recent news says the judge may reconsider this ruling as a provision at the federal for state trusts that may allow for what AZ chose to do.</td>
<td>Cindy Roe</td>
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<td>Fundraising-rummage sale our goal is $2000 funds raised goes to lift. Terroir seeds should have started in February but we can still do seeds sale. Not to late to plant. Need to look into it. Or get another company.</td>
<td>Cindy Roe</td>
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<td>Marketing-Jenica is in charge of Earth Day and our booth downtown on the 21st. Open house April 14th- KNAU radio spot for 3 months will boost our visibility! State, county, federal- Title 4 grant will go toward student safety, arts and technology. 15% toward tech. This grant needed for: Intercom and bell system, $5000. Maybe a set of violins for students who need them. And new front glass door for East Building. The Integrated Action plan must reflect grant needs ACWE-April 14th meeting regarding Waldorf 100. Cindy will go. Angela at school for Open House instead. 9-1, welcoming parents</td>
<td>Cindy Roe</td>
</tr>
<tr>
<td>Community Education- Board training on June 4th for new board members. Sharon McFeeley did a talk early childhood k-3 pedagogy, 20 people came.</td>
<td>Cindy Roe</td>
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</table>
Next one is on the 11th Middle school years. Need people to come to this. Flyers went out.

**Faculty/staff update** - Kindergarten is staffed. Need 1st grade possible grade or 2.

**PA report** - Not many people are coming, time has moved to Tuesday morning once a month at 11am. Next one is 16th of April.

**Facilities** - Stage: Travis has other jobs going. Need stage done. City has approved the construction and wiring. Needs dry wall. Construction needs to be done during the week in the daytime. Can work in early morning too, before school starts. Once finished, we can rent out our hall with new stage to support finances.

<table>
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<tr>
<th>3</th>
<th><strong>Faculty Report</strong> - AZ Merit all the month of April. Principals of Waldorf education and possible Eurhythmy class going on at Professional Development day. And Rummage sale on the 7th and 8th. 8th grade projects going on now on Wednesday nights. 8th grade trip coming up. On April 22-27 5th grade trip to Grand Canyon on April 11, 12, 13 of April.</th>
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<tr>
<td>Jenica Scaife</td>
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<th>4</th>
<th><strong>President’s Report</strong> - Tax credit at $14,000 yay! Classes will be asked to make thank you cards for donating. 8th grade trip needs $4000 from tax credit. And they have all they need for trip.</th>
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<tr>
<td>Nicole Morris</td>
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<th>5</th>
<th><strong>Charter Representative Report</strong> - Not present</th>
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<tr>
<td>Marlene Sullivan</td>
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| 6 | **Consider Approving Fundraising Policy Change** Nicole makes motion, Jenica seconds, all in favor, motion carries. See below: FUNDRAISING POLICY 305.00

Adopted by the Board, April 2, 2018 |
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<tr>
<td>Cindy Roe</td>
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Described: PURPOSE OF FUNDRAISING, CRITERIA FOR CHOOSING FUNDRAISERS, FUNDRAISING PRIORITIES, ANNUAL SCHOOL-WIDE FUNDRAISING CALENDAR, PROJECT DESIGNATION, PARENT ASSOCIATION ROLE, FUNDRAISING PROCESSES AND PROCEDURES

**PURPOSES FOR FUNDRAISING:**

- School-wide fundraising for annual operating expenses or specific projects
- Class Fundraising for trips and supplemental classroom supplies
- Capital Campaign: to raise a large amount of money in a specific time period for one-time purposes, i.e. buildings, vehicles, land, etc.
- Parent Association Fundraising for specific projects or purposes

**CRITERIA FOR CHOOSING FUNDRAISERS:** The standards or principals that
will guide the choosing and approval of the type of fundraiser:

- Be aligned with principals that support the well-being of the planet; the people, the animals, the environment,
- Thoughtfulness toward child development must be considered
- Favor local businesses or charities when possible

PRIORITIES:

1. First Priority: School-wide Fundraising: This is money needed for the annual operation of the school or for designated projects.
2. Second Priority: 8th grade trip: Each year, the 8th grade takes a major educational trip in the spring.

FUNDRAISING ANNUAL CALENDAR: An annual calendar of school-wide fundraising events should be approved by the school board for the upcoming school year. It is recommended that each year a give-back fundraising event is scheduled in the calendar, i.e. Pennies for Patients, Pollinator Partnership, Coats for the Cold etc.

PROJECT DESIGNATION OF SCHOOLWIDE FUNDRAISING: Monies not needed for the operating budget shall be used for designated projects. Input from Administration, Faculty and Parent Association toward designated projects will be considered by the Board.

PARENT ASSOCIATION FUNDRAISING:

- The PA conducts their own fundraising events such as raffles, sales, etc. All events must be approved through the event approval process.
- Parent Association helps with school wide fundraisers as able.
- If available, the Director/Board will contribute 2.5% of school-wide fundraising to Parent Association for its’ assistance in fundraising events. These funds will support PA with childcare costs for its’ events, teacher appreciation gifts and events, etc.

FUNDRAISING PROCESSES, PROCEDURES AND DEFINITIONS

- Class Off-campus takes place away from the school requires minimal support from the office. 100% of funds raised goes to the class conducting the event.

- A class fundraising event is classified as on-campus if any of it happens on the campus. 5% of the net profit is placed in school-wide fundraising to cover office support of the event.
- Funds are on deposit in the school bank account, and are subject to the audit and accounting procedures of the School.
• School-wide, Class and Parent Association fundraising events must be scheduled and approved through the event approval process. See Event Approval attached
• The 8th grade may do unlimited on-campus fundraising, and is exempt from the 5% rule.

Further detail is in the Instructional Employee Orientation Manual and the Parent Association Handbook

Current Fundraising Events: 2017/18

School-wide: Online shopping, Winter Faire, Rummage Sale, Kids Kreation, Spring Seed Sale, Chipotle (1)

8th grade: Wildflower Bread Co. Chipotle (1)

PA: Box Tops

Class: Lunch Fundraiser

7 Consider Approving Specialty Teacher and Aide/Assistant Pay Schedule-
Cindy went over the new pay schedule.
Nicole makes the motion, Edie seconds, all in favor, motion carries.
See Pay Schedule below:

Specialty Teacher Compensation

Woodwork
Handwork
Garden/Stewardship
Spanish (foreign language)
Movement Education
Music (1-3, Violin, Percussion, Chorus)

Teaching experience: 0 to 2 years, no Waldorf Specialty or Teacher Training $20.00
Increase by rate of $1.00 each year after hire.

Teaching experience: 2 to 5 years, no Waldorf Specialty or Teacher Training $22.00
Increase by rate of $1.00 each year after hire.

Teaching experience: 5 to 7 years, no Waldorf Specialty or Teacher Training $25.00
Increase by rate of $1.00 each year after hire.

Teaching experience: 7 to 10 years, no Waldorf Specialty or Teacher
Training $27.00
Increase by rate of $1.00 each year after hire.

Teaching experience: **10 plus years**, no Waldorf Specialty or Teacher Training $30.00
Increase by rate of $1.00 each year after hire.

Teaching experience: **0 – 5 years** with Waldorf Specialty or Class Teacher Training $30.00
Increase by rate of $1.00 each year after hire.

Teaching experience: **5 or more years** with Waldorf Specialty or Class Teacher Training $35.00
Increase by rate of $1.00 each year after hire.

*If a specialty teacher demonstrates excellence, develops or progresses the specialty program toward excellence, self-initiates professional development in the Waldorf Specialty Subject the Director has the authority to increase the compensation to the next level pay up to the untrained-specialty teacher cap of $30.00 per hour. If a non-Waldorf trained specialty teachers shows exceptional qualifications, training and classroom management skills the Director may place them at the $30 per hour rate.*

*Professional Development must be specified and prearranged or with the Director. Evidence of professional development must be detailed, documented and turned into the Director.*

**Paraprofessional and Classroom Aide Compensation**

Start Pay $12.00
Increase by $0.50 per year.

If one-on-one paraprofessional is responsible for an extreme, high needs student the Director may increase compensation up to $15.00 per hour.

Approved 4.2.18 MOS School Board

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8 **Consider Approving Additional End of Year Board Meetings**

**Dates:** Nicole leaving on the 15th for Europe, Edie 25th April to 6th of May. April 11th to 13th Jeff gone.
April 16th an additional meeting.
April 30th another additional meeting.
May 7th is next scheduled meeting.
Nicole makes the motion to approve the additional meetings, Jeff seconds, all in favor, motion carries.

Cindy Roe

9 **Presentation- Director Evaluation Part II**

Comprehensive Needs Assessment- first step-. 6 principals are considered. Cindy shows us how data gets compiled for the assessment. Then an Integrated Action plan gets developed, which

Cindy Roe
is tied in with Title One, MOWR etc. A comprehensive vision of learning. New strategies need to be developed with new directors and an integrated action plan put into place.

**Discuss Transitional Plan A, Plan B for new Directors**

If no Educational Director is found Division of duties: Possible 29 hour/week person and a 15 hour/week person, or three people to cover time of a pedagogical director. Someone would need to be available most hours to cover discipline and parent work including telephoning parents, putting together behavior plans, and overseeing teacher needs. student concerns. See below for proposed “Job Lists” in three columns and how the position’s duties get split up. Cindy goes over the draft of the 3 columns and proposed jobs. Cindy discusses how tasks get done, Pedagogy is key to most of these columns. See below:

**Plan B-No Pedagogical Director is Hired. Three or Two Part Time positions:**

**Student/Parent**

Student Discipline

Student Concerns
- Needs
- Requests
- Surveys

Sports Program Oversight

Student Assessment
- Data
- Benchmarking/Progress
- AZMERIT
- AIMS A

Parent Community
- Conference
- Correspondence
- Meetings

**Parent and Student Liaison**

**Instruction/Personnel**

Curriculum Oversight
- Waldorf Pedagogy
- Singapore

Student Services
- Special Ed
- ELL
- Title 1
MOWR

Faculty/Personnel
  Search and Hire
    All Instructional
  Class Teacher & Specialty
    Orientation
    Policy Compliance
    301 – Compliance
    Teacher Eval.
    Professional Dev.
  Contracts
    All Instructional
    Substitute Organization

Faculty Meeting
  Planning
  Study

Calendar
  School Year Calendar
  Daily Schedule
  Playground Schedule

Instructional Personnel Liaison

Public Relations
  Marketing
    New and Annual Marketing
    Enrollment Events
    Permitting

School Enrollment

Community Education
  Parent Topics

Parent Association
  Meetings
  Liaison

Volunteer Coordinator

ACWE

Private Programs
Preschool Oversight
Aftercare Oversight
Summer Camps
Van Pool
Greater Community
  Highlands
  Slow Foods

Greater Community Liaison

11 Discuss Position of Transitional Superintendent-
The Board discussed how Cindy or someone in authority, will be
necessary during the transition to ascertain if school, state and
federal policy/ law and accountability is on track. – A safeguard for
the school functionality. What are the terms?- 6 months continued
support and superintending rate of pay or contracted, etc.

12 Discuss 2018/19 Fundraising Calendar-
In June the new Fundraising Calendar will get approval. The board
needs to see what that will look like for 2018/19 school year.
Fundraisers to think about are: return to signature events, such as
Silent Auction, new events, Duck Derby, etc.

13 Consent Agenda

Move to Approve:
Vouchers, # 18 & 19, 1837-1840
Approve Minutes from March 5, 2018

Nicole makes the motion, Jeff seconds, all in favor, motion carries.

14 Meeting Adjournment

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: 5:26

Attendee Information:

<table>
<thead>
<tr>
<th>Name</th>
<th>E-Mail Address</th>
<th>Present</th>
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<tbody>
<tr>
<td>Nicole Morris, Board President</td>
<td><a href="mailto:nicole.d.morris.lmt@gmail.com">nicole.d.morris.lmt@gmail.com</a></td>
<td>x</td>
</tr>
<tr>
<td>Jeffrey Holmes, Board Member</td>
<td><a href="mailto:jeffdroid@gmail.com">jeffdroid@gmail.com</a></td>
<td>x</td>
</tr>
<tr>
<td>Edie Dillon, Board Vice President</td>
<td><a href="mailto:eadwellspring@yahoo.com">eadwellspring@yahoo.com</a></td>
<td></td>
</tr>
<tr>
<td>Jenica Scaife, Board Member</td>
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<tr>
<td>Robert Davis, Board Secretary</td>
<td><a href="mailto:good2behome@gmail.com">good2behome@gmail.com</a></td>
<td></td>
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<tr>
<td>Jamie Juarez, Admin Assistant, Non Member</td>
<td><a href="mailto:jjuarez@mountainoakschool.org">jjuarez@mountainoakschool.org</a></td>
<td></td>
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<tr>
<td>Angela Kumbera – Minute Taker</td>
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</tr>
<tr>
<td>Cindy Roe, Interim Director, Member Ex-Officio</td>
<td><a href="mailto:croe@mountainoakschool.com">croe@mountainoakschool.com</a></td>
<td>x</td>
</tr>
<tr>
<td>Marlene Sullivan – Charter Holder</td>
<td><a href="mailto:msullivan@mountainoakschool.org">msullivan@mountainoakschool.org</a></td>
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