

**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 Type:	Date:	Start Time:	End Time:	Location:
Regular Meeting	5/7/2018	3:30PM		Great Hall 1455 Willow Creek Rd Prescott AZ 86301

Meeting comes to order at 3:30pm

Agenda Items	Presenter
1 Public Comment	N/A
<p>2 Director Report</p> <p>Enrollment- <i>is at 161 now, and in re-enrollment for next year- 175. Low in Kindergarten only 9. It will grow. Kim new Kindergarten teacher may plan an enrollment fair. One exit in April, child who came in late and was absent 10 days.</i></p> <p>Budget and finance- <i>Budget will be based on an ADM of 145 (Average Daily Membership). We can always adjust. Projected ending cash balance for this year is \$309,120.00 Some restricted. Legislation passed, this means \$300 more per student. Intention is on teacher pay raises.</i></p> <p>Fundraising- <i>PA helped with rummage sale. They will get 25% of the \$1500 in their budget. School wide, made about \$750 on the Give Back fundraiser for the Pollinator Partnership. Terroir Seed sale ends but not much in. We have about \$3000 in school wide.</i></p> <p>Marketing- <i>Earth day, Jenica and Pamela ran our booth downtown. Open House, low attendance. Need Pop-up on website for emergency situations. Angela will work on getting a pop-up on there for us Website looks great with updated photos.</i></p> <p>State, county, federal- <i>received ADE, we got a D out of AZ Merit, but this year we should do better. We need to inform parents within 30 days of our grade. Looking at new scores, our grade will change. We may have to write an instructional improvement plan if we do, have low grade. May 24th we get AZ Merit results. We should know our grade in June.</i></p> <p><i>Community education-faculty did Professional Development day. Sharon did two talks for parents to come. Need higher attendance for these.</i></p> <p>Faculty and staff update- <i>Kindergarten teacher has been hired need first grade. All other slots have been filled but someone may leave.</i></p> <p><i>May 17th faculty meeting we are asking board to participate, for a talk by Cindy and discussing improvements for the school.</i></p> <p>PA- <i>planning a teacher appreciation brunch for this Friday.</i></p>	Cindy Roe

	<p><i>Good to keep PA awake, but right now we have very little participation.</i></p> <p>Site-street sign will start before fiscal year is over, Part pay from this year and next year too.</p> <p><i>Stage is almost done. Still trim to paint, paint stairs. Pushing hard to get done before Cindy leaves and for closing ceremony. Safe routes, Cindy went to meeting in PV, City got grant and now money came through this year. Mountain Oak will get sidewalks. Planning this phase for a while, but it's finally happening. And we will get our sidewalks in July. Earth works will lay sidewalks. ADOT is also organizing it.</i></p> <p><i>Slow Foods-Looks like the stove will get up and running and our kitchen will be a learning kitchen for our school. Slow Foods pushing for this to happen!</i></p> <p>Other-Closing ceremony coming up! Vonda and Michael will be there and be introduced.</p> <p><i>Training for Vonda and Michael to start this month. A schedule for their training has been passed around.</i></p>	
<p>3</p>	<p>Faculty Report</p> <p><i>Open house and Earth day both took place with faculty participation. Assembly was nice with all of the groups and classes showing us their talents. May festival was beautiful. AZ Merit complete. Faculty is studying the 7 Core Principals of Waldorf education. Professional Development took place and the faculty practiced Eurythmy for the whole day! It was incredible. Rachel Schmidt came and taught that day.</i></p> <p><i>Class plays are all coming up, 5th grade had their annual Grand Canyon trip in April.</i></p> <p><i>8th grade went to Northern AZ. 7th and 8th grade Dance is coming this weekend. They raised \$140 with bake sales for this dance. Pentathlon is this week too!</i></p>	<p>Jenica Scaife</p>
<p>4</p>	<p>President's Report</p> <p><i>Nicole was part of the search and hire committee and is pleased to introduce Michael and Vonda! Our new directors. Two additional board meetings took place to get items voted on. Lots of work to do so we needed extra meetings. Wanted kids to make cards for thank you for Tax Credit, like to do this next year for sure. Donators did get thank you cards anyway.</i></p> <p><i>Nicole gone for June and July meetings. Out of town. Maybe able to call in for June.</i></p>	<p>Nicole Morris</p>
<p>5</p>	<p>Charter Representative Report-Not present.</p> <p><i>But Cindy said she would like to make a change in charter holder representative.</i></p>	<p>Marlene Sullivan</p>
	<p>6 Consider Amending the Mountain Oak Bylaws to reflect in Article IV, Section 4. Parent nominees must have a student enrolled at Mountain Oak for a minimum of 2 years before selection.</p> <p><i>This was a spoken rule but never in the by laws.</i></p> <p><i>Nicole makes the motion to approve, Jenica seconds, all in favor, motion carries.</i></p> <p><i>See below for amended by law:</i></p> <p>Article IV</p> <p>Section 4. Prescott Community members and parents at large are</p>	<p>Cindy Roe</p>

	<p>recruited to the board through either self-nomination or nomination and subsequent selection by the current board members. Individuals are selected based on how the individual’s abilities and interests can support the school’s mission and long term goals. Priority is given to individuals with past experience in non-profit management and with a general understanding of the Waldorf educational philosophy. Parent candidates must have a student(s) enrolled in the public school program of Mountain Oak for a minimum of two years before nomination and selection. Nominated applicants submit their resume and letter of intent and proceed through the nominating process. Candidates selected will be interviewed by current board members in executive session at a regular board meeting.</p> <p>Green is amendment and yellow is slight change in wording.</p>	
7	<p>Consider Approving John Todd 2019 Audit Services <i>Nicole makes the motion to approve, Jeff seconds, all in favor, motion carries.</i></p>	Cindy Roe
8	<p>Consider Approving Special Education Contracts: <i>A. Occupational Therapy, B. Speech and Language Pathologist C. Psychologist D. SLPA</i> <i>Nicole makes the motion to approve, Edie seconds, all in favor, motion carries.</i></p>	Cindy Roe
9	<p>Consider Approving School Closure Policy <i>School may close for such things as a flu pandemic, or a teacher’s strike, for instance Red for Ed. Parents called to see if we would close in these two instances this year. Sometimes we close for storms or snow so we may have an emergency closure someday. Approving this item will give admin the ability to close the school without a board meeting having to take place.</i> <i>Nicole makes the motion to approve, Jenica seconds, all in favor, motion carries.</i> <i>See below for document:</i></p> <p style="text-align: center;">SCHOOL CLOSURES (EMERGENCIES)</p> <p>In the event of an emergency situation, the Director or her/his designee may apply to the department of education for authorization of a school closure. An emergency situation is defined as follows:</p> <p style="margin-left: 40px;">A. Widespread illness for any period of three consecutive days or more.</p> <p style="margin-left: 40px;">B. Adverse weather conditions for any period of three consecutive days or more.</p> <p style="margin-left: 40px;">C. Concerted refusal by students to attend classes for any period of three consecutive</p>	Cindy Roe

	<p>days or more.</p> <p>D. Threats of violence against school property, school personnel or pupils for any period of one day or more.</p> <p>E. Situations affecting the safety of persons or property resulting from fire, flooding or floodwater, an earthquake, a hazardous material event or another cause if approved by the department of education.</p> <p>F. Insufficient amount of instructional employees to sustain student safety.</p> <p>The Director(s) shall provide prompt communication to the Governing Board President, employees, parents, and students regarding any emergency situation and need to close schools.</p> <p>Mountain Oak shall apply to the Arizona Department of Education for authorization for the school closure.</p>	
<p>10</p>	<p>Consider Approving Transition Superintendent Position <i>Having Cindy come in to oversee that things are working out great for the two new directors. Keeping Cindy on for that position, for about 6 months should bring confidence for the new positions. Lots of state paperwork to be taught.</i> <i>\$50/hour for the position as Cindy will be a figure of authority and stand as someone to support the board and school. Up to 16 hours a month, two days on site, potentially, with 4 hours by phone or email.</i> <i>Up to \$7000. Not in it for the money, just wants to help. On payroll, charge by the hour. Remain an employee, budget is OK to handle this.</i> <i>Nicole makes the motion to approve, second, Edie, all in favor, motion carries.</i></p>	<p>Nicole Morris</p>
<p>11</p>	<p>Consider Approving Additional Teacher Orientation document <i>The Waldorf approach for health and wealth of children, the color approach and aesthetics. Teachers to follow the order of things. Keeping certain items in their place. Desks for instance should be cared for. Desks move with the teachers, or stored in the shed under the correct class number.</i> <i>Jeff on color and aesthetics...near the end of the year, we need a date so teachers can organize painting rooms and getting parents to know a date in which to step in and help. Use language "By spring break" for a date to be scheduled.</i> <i>All classrooms left clean and teachers to check in with teacher</i></p>	<p>Cindy Roe</p>

	<p>whose room they will take over. This new document should read that: teachers are responsible to communicate with the teacher's room where they will be going into. Leave last point off so there isn't the responsibility to teachers. Edie asked if teachers really have to take broken desks away. Yes, teachers do. Take the desks to the dumpster.</p> <p>Jeff asks about bell system. It'll be a two-bell system, teachers need to be in their next spot with the two bells sounding. Bell will be a nice sounding bell says Cindy.</p> <p>Jeff also, on inventory of desks, how each class grade and the order of the desks, he makes it clear.</p> <p>Nicole makes the motion to approve with the edits and typos changed, Jeff and Jenica, Robert seconds, all in favor, motion carries.</p>	
12	<p>Consent Agenda Move to Approve: Vouchers, Nicole makes the motion to pull the vouchers off, Edie seconds, all in favor. Minutes from April 2. 2018 and April 16 2018 Special Ed Teacher Contract - Marlene Sullivan <i>Nicole makes the motion to approve, Jeff seconds, all in favor, motion carries.</i></p>	
14	<p>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</p>	Nicole Morris

Adjourned at 4:31pm

Posted Outside 1455 Willow Creek Rd By: _____ Date/Time:

Posted On School Website By: _____ Date/Time:

Attendee Information:

Name	E-Mail Address	Present
Nicole Morris, Board President	nicole.d.morris.lmt@gmail.com	X
Jeffrey Holmes, Board Member	jeffdroid@gmail.com	X
Edie Dillon, Board Vice President	eadwellspring@yahoo.com	X
Jenica Scaife, Board Member		X
Robert Davis, Board Secretary	good2behome@gmail.com	X by phone
Jamie Juarez, Admin Assistant, Non Member	jjuarez@mountainoakschool.org	
Angela Kumbera – Minute Taker		X
Cindy Roe, Interim Director, Member Ex-Officio	croe@mountainoakschool.com	X
Marlene Sullivan – Charter Holder	msullivan@mountainoakschool.org	