

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

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	09/10/2018	3:30 PM		Assembly Hall 1455 Willow Creek Rd Prescott AZ 86301

Meeting comes to order at: 3:31pm

First order of business, to change order of reports: Faculty report later, move to after Director's report. Nicole makes the motion, Edie seconds, all in favor, motion carries.

Need to renumber the order of agenda item, by mistake there were two 11s...Nicole makes the motion to put the numbers in corrected numerical order starting with 11.

Nicole makes the motion, Edie seconds it, and all in favor, motion carries.

	Agenda Items	Presenter
1	Public Comment	N/A
2	Director's Report <i>Vonda-In right direction for school improvement. Our benchmark monitoring was inefficient, so we switched from easy CBM to Galileo. Cost was not much more compared to the work and time people would get paid to input the data. It</i>	Vonda/Michael

	<p><i>will be more cost effective in the long run. Galileo would input the data on its own. Teachers and/or administration were spending too much time inputting data. Teachers will be trained on Galileo very soon.</i></p> <p><i>Michael-Interviews for Office Manager position, few candidates. Hard to find but today made a conditional offer to someone and we have to wait for him to get fingerprint card. Training will start this week. This new person will come in for 19 hours. We are also paying current Office Manager to continue to do the State reporting from home. New office manager to take some Schoolmaster and HR, new hire work. Current Administrative Assistant is taking on Payroll and Accounts Payable. Front Desk covers most parent calls but board was concerned that Office Manager should be trained on how to handle calls because they go to that desk too. Putting MOS out in community, Veterans Day we are participating in the parade. Faculty involved. Nicole points out that we should first see if Faculty wants to be involved. Speech Therapy and Occupational therapy, we have always offered it but not been getting reimbursed for it. So we are looking at State Medicaid that will cover the children, looking to see how we will partner with Medicaid and get reimbursed. Festival of Strength and Courage-where are we as far as organization. Vonda is confident with Sandra Maki and Susan Beck in charge of the Festival. Vonda is working with Sharon on leading the Festival.</i></p>	
<p>3</p>	<p>Faculty Report <i>Jenica-</i> <i>The faculty is preparing the children for the Festival of Strength and Courage. The faculty is glad to see some visual improvements at the school (parking lot, classrooms/bathrooms getting cleaned afterschool). There were concerns and requests for information regarding IEP/SPED children, teacher training, procedures and policies, communication and organization. During this time of transition the faculty is looking for clarity. This is one goal for the Directors and the Board.</i></p>	<p>Jenica</p>
<p>4</p>	<p>President's Report <i>Nicole-</i> <i>Been busy. Trying to support our new administrators. Helping to find the balance. Meeting with the directors, touching base. Also been in touch with faculty. Also finding balance faculty and directors. Asking faculty liason to gather some information about how we can improve the transition with the new directors. Needing to know how things are with the faculty (who are in the front lines of the school). Hearing faculty out as to how is morale, what is needed? We are all in a position of learning. We all have a common goal.</i></p>	<p>Nicole</p>
<p>X</p>	<p><i>At this point in the meeting... Nicole makes the motion to table number 11 and 14 to a later meeting suggesting that the meeting take place on Thursday the 12th or Monday the 17th</i></p>	

	<p><i>and will be in Executive Session without Angela but minutes will be taken by a board member. The 17th is the preferred date, as the faculty Board members will be available. Nicole makes the motion, Jenica seconds, all in favor, motion carries.</i></p>	
5	<p>Charter Representative's Report- <i>Nicole had nothing to report.</i></p>	Nicole
6	<p>Discuss and Approve all Board meeting dates for the remainder of the year. <i>Dates are: October 1st, November 5th, December 10th, January 7th, February 4th, March 4th, April 1st, April 15th, May 6th, two dates in April I case need for end of the year business. No summer dates have been arranged. Nicole makes the motion, Edie seconds, all in favor, motion carries.</i></p>	Nicole
7	<p>Move to approve removal of Jamie Juarez as Charter Representative. <i>Nicole makes the motion, Jeff seconds all in favor. Motion carries.</i></p>	Nicole
8	<p>Discuss Board Policy regarding parents becoming board members after 2 years of being at MOS. Possible policy change to 1 year time period. <i>Nicole brings up that both she and I were asked before we were in our second year. Response by Jeff-Having the policy in place was for a reason so we would like to keep it 2 years. Angela asks that everyone go out and find people, we NEED people. Nicole does point out that Robert needs to get let off the board, he's been waiting for three years and Angela expresses that someone else needs to be trained as a board secretary. Is there a half-way point to start the process in the middle of the year so that new people are on by end of year? Process takes a long time 3-6 months. Should we ask people to come sit-in on a board meeting and observe? This discussion will continue at October's board meeting.</i></p>	Nicole
9	<p>Review and Approve Revised MOS Nursing Services Contract FY 2018-2019 <i>Hearing Vision and Scoliosis Nurse contract who comes in once a year for screenings. Board members sign this document. Nicole makes the motion, Jeff seconds, all in favor, motion carries.</i></p>	Michael
10	<p>Review Revised SPED – Exceptional Student Services Policies and Procedures and Sign (Board Approval Certificate Form) <i>Annual revision of SPED department's required policies. Nicole signs the document.</i></p>	Michael
11	<p>Discuss overview of duties and hours for School Superintendent. <i>(Tabled)</i></p>	Nicole
12	<p>Discuss Moving 401K in-house <i>Table this to October meeting.</i></p>	Michael

	<i>Nicole makes the motion, Jeff seconds, all in favor, motion carries.</i>	
13	<p>Review and approve the new contract for off-site, contracted Office Manager. Change the title to Reports Coordinator.</p> <p><i>The idea is have Jamie run reports through school master and send out to the state, Handle Pay Pal deposits and transfers, print out student statements, Manage admin email account. Copying Michael and Vonda on correspondences. 40th and 100th days reconciliations. Requested 15 hours at \$50 per hour. Not to exceed 15 hours. Training is at \$30/hour. How long will this last for Jamie to be on working from home? We didn't make specific date but will continue as needed. New person will not become full time until he knows the job. Let's reassess this every month to see how this is going.</i></p> <p><i>Eddie makes the motion to approve for one month, Nicole seconds, all in favor, motion carries.</i></p>	Michael
14	In Executive Session, review and clarify job duties of our two Directors. (Tabled)	Nicole
15	<p>Consent Agenda:</p> <p>Move to Approve Vouchers- 1902, 1903, 1903a, 1904, 1907-1910, 1858-1861</p> <p>Approve Minutes from board meetings on August 6th and August 8th</p> <p><i>Approving all vouchers except for #1860 concerning Manta and Wells Fargo #1909 and approve august 6th minutes later, Nicole makes the motion, Jeff, seconds, all in favor, motion carries.</i></p>	Nicole
16	<p>Meeting Adjournment</p> <p>Closing:</p> <p>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>	

Adjourned at 5:40pm

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
Eddie Dillon, Board Vice President	eadwellspring@yahoo.com	x
Jeffrey Holmes, Board Member	jholmes@mountainoakschool.org	x

Jenica Scaife, Board Member	jartlip@mountainoakschool.org	x
Robert Davis, Board Secretary	good2behome@gmail.com	
Michael Kpodo, Director, Non Member Ex-Officio	mkpodo@mountainoakschool.org	x
Vonda Chisholm, Director, Non Member Ex-Officio	vchisholm@mountainoakschool.com	x
Angela Kumbera-Minute Taker	akumbera@mountainoakschool.org	x