

**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: |
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| Regular Meeting | 11/05/2018 | 3:30 PM | | Assembly Hall 1455 Willow Creek Rd Prescott AZ 86301 |

Meeting came to order at: 3:33

| Agenda Items | Presenter |
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| <p>1 Public Comment 15 members of public in attendance</p> <p><u>Alannah LeBlanc</u> -1st grade teacher – expressing concern about culture and climate. Disrespect and negativity rampant. She is sick and anxious that she might become a target.</p> <p><u>Amanda Hermance</u> - first grade parent</p> <p><u>Sandra Maki</u> – deep concern for community. Toxic environment. Passive aggressive attitudes. Need to right these wrongs. Ask the board to recognize longstanding and harmful patterns. Ask that Tim Carter assist in healing the community. Shaming and harassment rather than love. Call to Love and action. Asks that be put into minutes.</p> <p><u>Susan Beck</u>-</p> <p><u>Etsuko Arminio</u> –</p> <p><u>Angela Kumbera</u>-</p> <p><u>Rachel Whisenand</u> - Concern, complaints not heard. Bullying. Wants kids to experience school without being bullied. Daughter has been bullied multiple times at Mtn. Oak. Related occasion of daughter being bullied by 3 boys. Daughter placed on behavioral health plan to deal with emotional outbursts. Perpetrators not dealt with, even though daughter spoke to teacher twice regarding behavior. Rachel pulled daughter out of school remainder of that day. Daughter wrote letter to teacher. Director of Operations was contacted, assured that situation would be handled. Concern that no follow up and that victim has been treated as perpetrator. Laura (SPED director) nonprofessional response esp. re gifted program. Mtn. Oak falling short re stated goals of peaceful and</p> | |

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| <p>loving community. Susan Beck (teacher) keeps open communication and has responded well but cannot fight battle alone.</p> <p><u>Brenna Sullivan</u> – Recommends Board look at on how teacher effects students and has collected letters and documentation from former students</p> <p><u>Jessica</u> and 3 others who said they had come in support of Brenna.</p> <p><u>Marlene</u> – History at school classroom teacher for 11 years. Feeling that everyone matters is important in school environment at Mtn. Oak, some teachers that behave in ways that promote opposite feeling. Many examples given.</p> <p>Wilcox (?)</p> <p>Deanne Morgan –</p> <p>Courtney Woods - SPED</p> <p><u>Mrs. Meade</u> - Holmes class parent - 43 student years of Waldorf experience, all 5 of her children have gone through Waldorf schools so she has seen a lot of drama over the years. Nervous and upset re what has been going on. Concerned that decisions may be made without ramifications thought through. She feels that many kids in Holmes’ class have had good experience. Made point that often we only hear from those that are unhappy and that people that are happy with a situation simply roll along and don’t say anything. May be that we are getting an unbalanced view. Doesn’t know if it is a teacher or an admin issue. Hopes we aren’t forcing people out. Don’t make a hasty decision. Be supportive of teachers.</p> <p>(At this time, Jenica Scaife hands in her written resignation from the board)</p> | |
| <p>2 Director of Operations Report Written report from Michael Kpodo, attached below.</p> <p><i>For the month of October</i></p> <p>Enrollment</p> <ul style="list-style-type: none"> ❖ Head Count: 163 ❖ ADM: 153.5 ❖ New Enrollments: 3 ❖ Exits: 5 <p>Parents have been too busy to complete exit interviews so I have collaborated with Pedagogical Director to create an exit interview questionnaire to be completed upon notice of exits to help us better manage reasons for exits and mitigating them as best as we can.</p> <p>Budget/Finances</p> <p>2018 Annual Financial Report – AFR signed by Board has been submitted and accepted by ADE. As of September, we are doing okay in all areas except for Building Repair and Maintenance, Supplies, and Legal services. I am keeping an</p> | Michael |

eye on these areas and not spending and on anything at this time. We have funds in other areas that will help us balance our budgets by the end of the year if nothing unexpected happens.

Fundraising

- ❖ Class- Combined class Lunches have been ongoing and the 8th Grade completed chipotle fundraiser last month and made a total of **\$329.60**
- ❖ Wreath Sales for 8th Grade online @ ffsalestrack.com/mountainoak2018wreaths
- ❖ PA – Has Started working on box tops, online shopping and kids Kreation
- ❖ School Wide – Winter Craft Faire is coming up December 1st and we need all the help we can get to make this school wide event successful. We have reached out to all previous vendors and secured about 15 vendors so far and we could hold another 5 to 7 max. We need PA and Faculty participation to make this a successful event. We need more items for silent auctions so if any board members know any vendors that can donate items for silent auction we will greatly appreciate it.

Marketing

- ❖ I am looking for a way to publicize our B school grade on our website to draw families and increase enrollment.
- ❖ We have also ordered a seal for our 20year anniversary coming up with some pens with school logo and address on it for marketing
- ❖ Kiwanis Club has asked for us to come to their meetings and talk about MOS and what makes us unique.

State, County, Federal

- ❖ ACWE – Annual Fall meeting was on Saturday October 20th, 2018 and I was there to represent MOS with 2 faculty members; Kim and Pamela. It was interesting to hear that all of the other Waldorf Schools were have the same struggles. Some schools were going through a transition in leadership, schools were struggling with enrollment numbers, schools were having an increase in student behaviors and behavior management. Two schools were either implementing or has implemented the Virtues Project (MOS and Desert Star) Two others were using the Conscious Discipline (Desert Sky - Tucson and Pine Forest - Flag). Spring meeting will be at Desert Marigold School – Phoenix on March 30th
- ❖ Continue self-study towards full membership to Alliance.

Site

- ❖ Development - Slow food/MOS partnership with our Garden to Cafeteria Project is at the
- ❖ Facilities – Fire Drill for last month was successful although we could do better to ensure we evacuate within 2mins. It has been difficult to make all parties involved happy in terms of when the drill should happen but I have been very open and listened to all concerns. I have

explained that fires will not have a scheduled time to occur and we should at least make the effort to simulate real drills as much as possible.

- ❖ Fire Marshall was here and we had multiple violations that were discussed with faculty: multi-plug adaptors in aftercare,
 - Multi-plug Adapters such as cube adaptors, unfused plug strips were being used in the aftercare classroom and must be replaced with one with a surge protector
 - Extension cords and flexible cords were being used in some classrooms as a substitute for permanent wiring. They can only be used for temporary use.
 - Fire Extinguishers cannot be obscured or obstructed.
 - All Fire Protection Equipment shall be identified with signage.
- ❖ Other –

School Events

- ❖ Rummage Sale is coming up on November 10th 7:30am – 3pm
- ❖ Winter Craft Faire is coming up December 1st 10am – 4pm

Edie asks what steps are being taken to assure that all kids are being accounted for in the case of a fire drill. Michael responds that first line of action is to make sure that the attendance report for all grades is up to date every day and in the office. The last person to leave the office in the case of a fire drill or a fire will grab the attendance list. Attendance list with actual names is a better indicator of what kids are at the school and where they are than a simple head count. The fire department has indicated that the drill has to as closely as possible replicate a real time fire situation. In order to achieve this approximation for everyone, children that have sensory issues, rather than being pulled out when a drill is about to happen, will be provided with ear muffs to mitigate the sounds.

3 Director of Education Report Vonda Chisolm sent her report to president Nicole Morris by email. Nicole read these notes aloud. Attached below:

Vonda

1. 3 staff members attended the Virtues Project in Wisconsin and are now Virtues Facilitators. Many teachers and staff reported how beneficial the training was to them and are using the language of Virtues in their classrooms and formulating ideas on how to further the project within the school's culture. Plans are in the works for providing student training, parent trainings and ongoing faculty training to continue using Virtues in our classes and school-wide and also into the community. We will also be communicating with other Waldorf schools who have been using the Virtues Project for a while to get more integration ideas.
2. I just got confirmation from the state that the Integrated Action Plan for School Improvement is accurate, complete, and accepted. I verified with Jaclyn, our liaison and also communicated with faculty during faculty meeting that even though we are now a B school (congratulations to our

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| | <p>school!), we will be in school improvement this year and we still have to follow all of the directives and complete all the reports as I have been doing. Once we stay at a C or above with our next AZ Merit testing, we will be removed from school improvement. If we were to fall below a C, then the school would be in School Improvement for three consecutive years. I see the first scenario happening considering how hard all the teachers are working in their classrooms.</p> <ol style="list-style-type: none"> 3. I have been scheduling and meeting with all the teachers for the pre-observation discussions and scheduling formal observations through December. 4. During the pre-observation meetings I am going over how to retrieve and use their Galileo data, showing them how to have Galileo create assignments and tests aligned with AZ Merit, but also communicating that the progress monitoring in between the benchmarks can be monitoring of their choice. The communication is we don't have to give the state progress monitoring scores, only dates. The scores are necessary with the benchmarks and the next one is due by Dec. 22nd. 5. Waldorf mentoring with several teachers and myself are continuing with Sharon McFeely to ensure that in-house Waldorf training is continuous. 6. Progress with Slow Food is happening, we just hosted a Slow Food luncheon and Michael and I gained connections to help increase our chance of getting an USDA grant as well as become a recipient school to receive healthy food products and school supplies for our students' families who are financially unable to provide enough for themselves. 7. Spelling Bee participation is under way--Salima Henderson will be in the contact person for this, and our PA has grown to about 16 members now and is growing. | |
| <p>4</p> | <p>Faculty Report Jeffrey Holmes reported faculty news Pumpkin Path last week was fun, but teachers are exhausted and going crazy with all festivals that are happening. Lantern Walk and Santa Lucia coming up.</p> | <p>Jenica</p> |
| <p>5</p> | <p>President's Report Nicole Morris provided a written report and added that she is going through the policy manual and focusing every month on one of the principles/philosophies therein. This week she has focused on #6 – To develop in students a sense of responsibility toward their school, home and community citizenship. She encourages everyone in the community to keep this principle in mind and gives the example of children stuffing paper towels in sinks and toilets as an opportunity to address this principle as a learning moment.</p> | <p>Nicole</p> |
| <p>6</p> | <p>Charter Representative's Report No report</p> | <p>Nicole</p> |
| <p>7</p> | <p>Review Superintendent's quarterly summary report to Board President Nicole points out that there are personnel issues that have come up</p> | |

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| | in the Superintendent’s quarterly review and suggests that the board go into executive session. Edie makes motion that board go into executive session, seconded by Robert, passed unanimously. | |
| 8 | Review and discuss Organizational Structure of MOS per MOS policy Edie makes motion to table because presenter Vonda Chisolm is not present. Motions seconded by Nicole, passed unanimously. | Vonda |
| 9 | Consider and approve increasing MOS’ fixed asset from \$300 to \$500 This is the monetary level at which the purchase needs to be listed as an asset. Raising the number is cleaner and easier for accounting. Edie makes motion to approve, seconded by Nicole all voted in favor. | Michael |
| 10 | Continue discussing changing Board Policy regarding parents who want to be board members having to be at the school one year, not two. Discussion involved the following points: <ul style="list-style-type: none"> • The reasoning behind the 2 year period before parents can apply to be on the board is in order to avoid a situation where a parent, without being fully integrated into the school, comes on to the board with a personal agenda. • Anyone who applies to be on the board goes through a thorough vetting and interview process. • The process takes about 6 months • Parents who have been at the school for a year, who then go through the application and interview process, will have been involved with the school for a year and a half before board approval, • Board agrees to put this item on the next regular board meeting agenda as an action item. | Nicole |
| 11 | Consent Agenda: Move to Approve Vouchers- 07, 08, 1915, 1916, 1918, 1919 Approve Minutes from September 10, September 17, October 1 and October 8. Motion to approve consent agenda made by Edie, seconded by Robert, passed unanimously. | |
| 12 | 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 | |

Meeting adjourned at: 6:00pm

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 |
| Edie 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 | X by phone |
| Michael Kpodo, Director, Non Member Ex-Officio | mkpodo@mountainoakschool.org | x |
| Vonda Chisholm, Director, Non Member Ex-Officio | vchisholm@mountainoakschool.com | |