

**PUBLIC MEETING OF THE
MOUNTAIN OAK SCHOOL BOARD OF DIRECTORS
Regular Meeting Minutes—September 12, 2022**

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	Monday, September 12, 2022	3:54 PM (meeting Host late)	5:15 PM	Mountain Oak School 1455 Willow Creek Rd Prescott AZ 86301 or ZOOM link to join meeting during Pandemic Mitigation see below

Agenda Items	Presenter
1. Public Comment – None	
2. Board Report – RM is reviewing Instructional Employee Manual – adding comments in areas that need clarity. Draft version MG to review; CR updated insurance with Weber, completed and submitted Educational Provider to Charter Board; MS will submit compliance document.	Board Member
3. Leadership Team Report- Enrollment PS-8 is 102 students; 71 ADM K-8 (w/ .5 K) Budget 70; Recruiting substitutes, orientation and observation. Walk through the grades; 3 signed up for phone screening; 6/7/8 position – in discussions w/potential candidate. Letter received from teacher regarding possible sabbatical. Has not been discussed or reviewed. CR noted contract position changes have to be brought to the board for approval. RM working on counselor grant and discussing w/ possible candidate.	Leadership
4. Business Manager Report – Received replacement credit card for BM. MD requested whether a 2 nd card could be obtained. Board can approve another authorized user on cc account. Reviewed financials from reports ending 7/31. Picture Day being arranged. Working on October Financial Report. Audit scheduled for 10/6-10/7.	Michael D.
5. Action- Director Contract – MG reported from hiring committee. Several resumes received/reviewed for position. 3 candidates interviewed. Committee would like to recommend Jim Nolen for position. Jim gave brief background. Jim has background as co-director at a charter school in Hawaii. He has worked on charter renewal, budgets and overseeing educational staff. Jim is familiar with learning to adapt to school culture as the previous school was Native Hawaiian focused school with agri-science focus. Jim will attend ACWE Saturday. RM and PR will work on defining responsibilities /establishing goals. Creating matrix and onboarding. Jim on campus 9/23. CR moves to approve Director contract up to ¾ time for Jim Nolen Sept 19, 2022- June 30, 2023. TH 2 nd ; AYE TH, CR, BM, RM, CL, PR; Nay: none Motion passes	Board Member
6. Approve- Minutes FY22 - 8/1, 7/19, 6/27, 6/13, 5/24, 3/7, 1/19, FY21 12/6 CR motions to table item # 6 from agenda until next meeting. PR 2 nd . Discussion – BM notes some dates are incorrect and reference wrong FY. Will review and update for next meeting. AYE: CR BM TH CL PR; Nay: None, Abstain: RM	
7. Review - FY 23 Budget and Financial Action Plan – Q1 data not requested yet. FY22 budget audit completes in October. Need to submit financial action plan at least one more quarter. Need to begin looking at next year. Enrollment typically only gains 5-10 students/year and ESSER grant money won't be available.	Board Member
8. Discussion - Records Request - CR reviewed records request from attorney and requested board members send the items to her for submission to the attorney.	Board Member
9. Future Items Discussion Counselor job description	Board Member

Attendee Information:

Name	E-Mail Address	Present
Cindy Roe, Board Member	croe@mountainoakschool.org	x
Brandy Meade, Board Member	brandymis@gmail.com	x
Robert Manhire	rmanhire@pm.me	x
Tim Harrington, Board Member	osmliving@gmail.com	x
Craig Lefever, Board Member	craig.lefever@yc.edu	x
Peter Rennick	pjre2@cox.net	x