

**PUBLIC MEETING OF THE
MOUNTAIN OAK SCHOOL BOARD OF DIRECTORS
Regular Meeting Agenda– June 19, 2023**

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 electronic medium. 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. The agenda may be revised up to 24 hours prior to the meeting. Revisions will be posted at Mountain Oak School located at 1455 Willow Creek, and on the school website mountainoakschool.org/board-info/. Members of the public wishing to address the board are requested to complete a Public Participation Form provided at the entrance of the meeting area at least 5 minutes prior to the start of the meeting. Discussion by the board is limited to items posted on the agenda.

Vision: Mountain Oak School is Committed to the Following:

- Developing and enriching our school offering and 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	August 7, 2023	3:45 PM		Mountain Oak School 1455 Willow Creek Rd Prescott AZ 86301 or virtual link to join meeting see below

1. Meeting Opening

a. Welcome and Call to Order

- i. Welcome to members of the public and reminder of open meeting law procedure; review of “Reports” and questions will be limited to clarification of presenter only.**
- ii. Thank you to board members who volunteer their time to participate, we appreciate the more than 2.5 hours per week that you give to the governance of the school.**
- iii. Pre-meeting preparations conducted by directors of documents related to board agenda - board package review.**
- iv. Welcome to our new board member Katie Larson.**
- v. Introduction of management appointed board concierge, Kortnei Nichols.**
- vi. State of emergency has ended and all meetings are conducted in-person, virtual link/call in number is provided as a courtesy and not a guarantee of participation in the meeting.**
- vii. The meeting is being recorded for the purposes of note taking; draft notes are posted on the school website according to open meeting law in no more than 72 hours, at which time the recording is destroyed.**

b. Opening Quote

- i. Reverence, enthusiasm, and a sense of guardianship, these three are actually the panacea, the magical remedy, in the soul of the educator and teacher. - Rudolf Steiner**

c. Pledge of Allegiance

d. Roll Call

2. Agenda Review/Accept

3. Public Participation

a. Guidelines for Public Participation

4. **Consent Items**
 - a. **Approval of Consent Items**
 - b. **Governing Board Meeting Minutes**
 - i. **6/19**
 - ii. **6/30**
 - iii. **FY 2024 Teacher Contracts**
5. **Appointments, elections & resignations of Board Directors**
 - a. **To accept 2 members Faculty and Staff appointed Board members as afforded by corporate bi-laws terms shall be staggered, 1-year term and 2-year term.**
 - b. **Election of corporate officers effective immediately thru Jan 31, 2024 Robert Manhire- President, Peter Rennick - Vice President. Remaining vacant executive offices to be filled with interim election with term ending at Jan 31, 2024. Next election to be held at State Required Reorganizational Meeting during first 15 days in January 2024); executive offices can be vacated as defined in corporate bi-laws.**
 - c. **Resignation(s) of directors**
6. **Current Events**
 - a. **Bank Manager Presentation**
 - b. **Board Report**
 - c. **Directors Report**
 - d. **Parent Association Report**
 - e. **Charter Representative Report**
 - f. **Financial Report**
 - g. **Board Concierge Presentation**
 - h. **Not-for Profit Conference Report**
7. **Discuss and Possible Action**
 - a. **Approve Application of Credit Card Limit Increase to \$25k and adopt FY 2024 Credit Card Policy**
 - b. **Change of banking roles**
 - i. **Remove Brandy Meade as signer of bank accounts, appoint Marcee Gilson as signer on bank accounts.**
 - ii. **Remove Cindy Roe as bank administrator.**
 - iii. **Remove current credit card administrator.**
 - iv. **Remove Brandy Meade as authorized user of credit card and assign role of recommending authorized users and individual assigned card limit to school director for immediate approval by credit card administrator.**
 - v. **Remove Brandy Meade as administrator to A/P module Bill.com and remove all access to service provider.**
 - vi. **Remove any non-officer director from any administrative role with stakeholders.**
 - vii. **Appoint office of President and Vice President respectfully as primary and alternate as Bank, Credit Card, A/P module (Bill.com), ERP administrators and all other administrative, top tier roles, that have and continue to emerge, currently broadly defined in the bi-laws.**
 - c. **Designate Yavapai County Education Services Agency as school Arbitrator for the remaining calendar year 2023.**
 - d. **Close School Enrollment for FY 2024**

- e. Approve Jim Nolen, school director to acquire “new” student transportation, 15-passenger or greater within 90-days not to exceed \$15,000 with, in-the-moment consent of a director.
8. Announcements
- a. Next Scheduled Board Meeting - Working Session 8/15/2023 9:00 am
 - b. Next Regular Board Meeting Sept 11, 2023 3:45 pm
 - c. Upcoming Board continuing education opportunities
 - i. YCESA is hosting a governing board training on August 28, 2023 from 4pm-8pm. Dinner will be provided and the topics for the training include the following: Organization of Governing Boards, Powers and Duties of Board Members, Open Meeting Law, School Policy and Development, and School Finance. RSPV required please register at <https://ycesa.com/election-services/governing-board-training/>
 - ii. ASBA 47th Annual Law Conference 9/6 -9/8/23 <https://azsba.org/event/asba-47th-annual-law-conference/>
9. Adjournment

Posted Outside 1455 Willow Creek Rd by:

Date/Time: 8/05/23 3:00PM

Posted on School Website by:

Date/Time: 8/05/23 3:00PM

Attendee Information:

Name	E-Mail Address	Present
Robert Manhire, President	rmanhire@mountainoakschool.org	
Brandy Meade, Board Member	brandymis@gmail.com	
Katie Larson	katie.larson@mountainoakschool.org	
Tim Harrington, Board Member	osmliving@gmail.com	
Peter Rennick	pjre2@cox.net	
Cindy Roe, Board Member	croe@pineforestschool.org	
James Nolen – School Director Ex Officio	jnolen@mountainoakschool.org	

Courtesy Virtual Meeting Info

MOS Regular Board Meeting

Monday, August 7 · 3:45 – 5:45pm

Time zone: America/Phoenix

Google Meet joining info

Video call link: <https://meet.google.com/erg-cwqw-atc>

Or dial: (US) +1 570-554-0057 PIN: 263 646 435#

More phone numbers: <https://tel.meet/erg-cwqw-atc?pin=3838635211260>