

**PUBLIC MEETING OF THE
MOUNTAIN OAK SCHOOL BOARD OF DIRECTORS
Regular Meeting Minutes– March 4, 2024**

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:

- 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	March 4, 2024	3:50 PM	5:25 PM	Mountain Oak School 1457 Willow Creek Rd Prescott AZ 86301 7th/8th Grade Classroom in the Great Hall or virtual link to join meeting see below

Agenda Items	Presenter
1. Meeting Opening a. Welcome and Call to Order - TH opened meeting at 3:50 PM b. Opening Quote c. Roll Call d. Open Meeting Law Reminder	
2. Consents, Reviews, Approvals, Old Business - PR motion to approve consent agenda. JR 2nd. CR abstained because she wasn't present. JR, PR, AA, KL, TH aye. a. Consent Items i. Approve Prior Minutes 1. February 5, 2024 Regular Meeting 2. February 26, 2024 Work Session ii. Agenda Approval 1. March 4, 2024 b. Old Business	
Public Comment a. None	
3.	
4. Board Reports a. Strategic Plan Committee i. Discuss the Vision and Mission Statement as relating to the Strategic Plan.	

	<p>TH defined vision statement as a broad and long-term inspiration. Mission is a few sentences that we can decide how we want to carry out those values and is more measurable. We need input from community.</p> <p>JN started to discuss core principles of Waldorf alliance core values to understand what is Waldorf-inspired from an educator's faculty, and he created a school work group to redefine the mission.</p> <p>It will be discussed more during the next Strategic Plan Work Committee meeting.</p> <p>Board will finalize any changes and get ASBCS approval.</p> <p>CR mentions Marcee helped develop the most recent mission statement, so she might have input.</p>	
<p>5.</p>	<p>Community Reports (action items must be informed and included on the agenda as a specific topic)</p> <p>a. Charter Representative Report - JN said review is completed and MOS received six marks so charter reps and school leadership will appear before charter board at the April 8th ASBCS board meeting. All marks have been resolved: OML violation, schedule issues, enrollment form, update website (permanent solution still needed), IVP card needed for an employee, and late submission of that IVP card. During the pop-in visit from ASBCS, they said the school looks really good. ASBCS does not seem concerned and expect that we will receive a 3-year consent agreement promising to stay in compliance with the specific six areas for three years.</p> <p>b. Director's Report - JN: Enrollment holding solid, started sending out re-enrollment packets, sent out letters of intent to staff members for next school year, continuing Waldorf Core Values in staff meetings, made \$1,100 and over 90 attendees for the school's first dinner/dance and people have been asking for more events like this. Taste of Mt Oak scheduled March 29th but canceling so we can focus on the Spring Faire and support the garden committee as they work through changes. Possible end of year gala with 5-course meal and live music and art auction.</p> <p>c. PA Report - None</p> <p>d. Business Manager Report - Michael Donelson: Valentine Dance and Tax Credit increase. Payroll, mortgage, and healthcare insurance are highest areas of spending, as expected. Top 5 areas to discuss with Aspire: building repair but it is lumped with insurance, rebalance substitute budget, maintenance equipment, bank charges, and admin supplies. Credit card expenses have decreased. On track for budget. TH request tax credit income for the next two months to track and see how it compares.</p>	
<p>6.</p>	<p>Unfinished Business OR Action Items</p> <p>a. Review Audit Report - JN will ask Mara Mann for Legal Compliance Questionnaire. JN will add it to this board package drive folder for board members to look over.</p> <p>b. Discuss Director and Teacher Evaluations - JN: Danielson Framework for teacher evaluation has been used here before and approved by state board. JN started doing formal evaluations of teachers. It is helpful, familiar, informative, and gets updated regularly. JN utilizes score cards to record teacher scores.</p>	<p>a. Jim Nolen and Cindy Roe</p> <p>b. Jim Nolen and Cindy Roe</p> <p>c. Katie Larson</p>

	<p>Director Evaluation. CR has a survey to send to faculty and staff this week that will help guide the evaluation team in setting director goals. Other goals already set are: stay in compliance with AZ state and fiscal responsibility, create culture of positive learning environment and encourage every student to achieve academic success by building rapport and becoming a more restorative and trauma informed school, and improve cohesion and accountability and proactivity with staff and becoming Waldorf-inspired community not just school and staff.</p> <p>TH requests a measurable and specific goal for easy reporting. 2-3 measurable goals for each current goal/aspiration.</p> <p>CR shared a doc that JN can use to make sure he can track evidence throughout the year. Typically we will evaluate in April, but this year we will evaluate in May and allow this year's goals to set the framework for next year.</p> <p>Evaluation committee (Katia, CR, Marcee, Amber or Jonathan) will have an executive session with JN at May regular meeting and recommend action to board.</p> <p>c. Amend bylaws to formalize 2-minute public comment - Article V section 3.</p> <p>CR commented 3 minutes can make a very long meeting if you have a lot of public comments.</p> <p>CR motion to amend bylaw to include 2 minutes of public comment instead of 3 minutes. PR 2nd. Unanimously aye.</p> <p>d. Discuss 4-Day School Week - JN: add about an hour to each day. Survey response about 1/3 of the community has responded to survey. Almost 84% would prefer 4-day school week with an enrichment day on Friday. 16/19 staff members would prefer a 4-day school week. Offer enrichment on Friday to accommodate families who need that time and for extracurriculars and more Waldorf activities. The extra hour a day on 4-days would allow for more extracurriculars on those days as well. The beginning of each regular day would be used for breakfast and SEL or tiered learning. Contracted teachers would work a 4-day schedule with staff rotating through teaching on Fridays. System in place for teachers who prefer shorter days by allowing their prep period at the end of the day and having them make up the hours on Fridays. Admin and aides and at least one classroom teacher would be at school on Friday. This is also a proactive way to increase high-quality teacher candidates for open positions. Encourage Tier 3 students and IDEA students to come. About half students expected to be here on Fridays because of enrichment, family need, and punitive or restorative actions. Would have required pre-enrollment for Enrichment Day so the school is prepared for the current number of students. There are skilled staff members the school can recruit to help with enrichment days, but logistics still need to be solidified.</p> <p>Advantages: small cost savings, possible improved attendance, improved teacher moral, expected large increase in interested teachers and substitutes and highly qualified candidates, self-care time for students, extra prep day for teachers</p> <p>Disadvantages: longer days can be hard for elementary school students, challenge for people who need childcare on 5th-day (but MOS would do an enrichment day to counteract this disadvantage)</p>	<p>d. Jim Nolen</p> <p>e. Jim Nolen</p>
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	<p>CR notes academic performance needs to be considered and we need to make sure enrollment will not decrease. TH notes academics will need to be consistently evaluated. PR requests report on status of academic and attendance and other things that factor into your school grade at next regular meeting. JN will bring projected daily schedule for the meeting on the 20th. The board will vote on the 20th to allow enough time for the contract change to be added to the ASBCS board meeting on April 8th, if 4-day school week motion passes.</p> <p>e. Discuss grade-level class plans for next school year - JN stated it is driven on student enrollment count. Planning for stand alone 8th grade class next year. 3 /4, 4 / 5, or 6/7 might be combo depending on final student count. Ideally have all separate classes but enrollment is not likely to be that high by next year.</p>	
7.	New Business OR Discussion Items	a. Jim Nolen
	a. Discuss Board Recruitment Ad Graphic Design and other networking/referral systems - JN does not have designer comps back but will send to board members for input as he receives them.	
8.	Meeting Summary	Katie Larson
9.	Announcements	Board Member
	a. Schedule Strategic Plan Work Session - Postpone to April b. Possibly schedule March Special Session to vote on 4-Day School Week - March 20th 3:45 PM c. Next meeting - April 8th 3:45 PM because April 1st there is not school	
10	Adjournment - TH adjourned meeting at 5:25 PM	Tim Harrington

Attendee Information:

Name	E-Mail Address	Present
Amber Alexander, Faculty Board Member	aaalexander@mountainoakschool.org	x
Tim Harrington, President	osmliving@gmail.com	x
Cindy Roe, Board Member	croe@mountainoakschool.org	x
Katie Larson, Secretary, Charter Representative	katie.larson@mountainoakschool.org	x
Brandy Meade, Treasurer	brandymis@gmail.com	
James Nolen, School Director Ex Officio	jnolen@mountainoakschool.org	x
Peter Rennick, Vice President	pire2@cox.net	x
Jonathan Ruf, Faculty Board Member	jruf@mountainoakschool.org	x
Michael Donelson, Business Manager		x