

**Mountain Sage Community School Board of Directors
June Reflective Board Retreat Minutes**

June 1, 2024, 9:30am - 3:30pm

Location - Tamasag Retreat Center, 4825 County Road 52E, Bellevue, Colorado

A. WORKING SESSION - Opening (9:30am)

1. Call to Order
2. Attendance & Introductions
 - a. Present:
 - i. Liv Helmericks
 - ii. Sara Kathol
 - iii. Stephane Cosby
 - iv. Bryan Kimbell
 - v. MacKenzie Mushel
 - vi. Troy Wixson
 - vii. Jon Pointer
 - b. Late:
 - c. Absent:
 - i. Jen Rault
 - ii. Christopher West
 - iii. Lica Mazzetto
 - iv. Gail Spinden
 - v. Mark Guttropf
 - d. Guests:

B. Reflection and Discussion

1. Board Self-Evaluation
 - a. The spreadsheet is [here](#)
 - b. Survey is [here](#)
 - **Frequent discussions may be helpful for maintaining and ensuring consensus. Consider virtual working sessions?**
 - **Ending meetings on time may need to be a higher priority.**
 - **Limiting discussions to agenda items would be prudent, potentially deferring items to future agendas if board members need more time to consider/research/process them.**

2. [Review updated job descriptions/committee descriptions](#)

a. Discussion & update each (limit to 60 minutes)

- i. [Board President](#)
- ii. [Vice President](#)
- iii. [Secretary](#) ([Secretary notes](#))
- iv. [Treasurer](#)
- v. SAC Committee
- vi. Facilities Committee
- vii. [Governance Committee](#)
- viii. Finance Committee
- ix. [Faculty Liaison](#)

3. Review Board Succession Planning/Officer Positions

a. 24/25 year:

- i. President: Bryan?
- ii. Vice President: Lica?
- iii. Secretary: Troy
- iv. Treasurer: Mark? Jon?

AI: Contact exiting board members to offer exit interviews according to ADD 4.7 according to [procedures document](#).

b. Faculty Liaison

Perhaps Gail will fill this role with Sara overlapping for a while.

c. Annual Board Member & Admin/Faculty Liaison Agreements

LUNCH BREAK, 12:00 p.m. - 12:30 p.m.

BUSINESS MEETING: 1:10 p.m - 3:30 p.m.

A. Opening, 1:10 p.m. (5 minutes)

1. Call to Order
2. Attendance & Introductions
 - a. Present:
 - i. Liv Helmericks
 - ii. Sara Kathol
 - iii. Bryan Kimbell
 - iv. MacKenzie Mushel

- v. Troy Wixson
- vi. Jon Pointer
- b. Late:
- c. Absent:
 - i. Jen Rault
 - ii. Christopher West
 - iii. Lica Mazzetto
 - iv. Gail Spinden
 - v. Mark Guttropf
 - vi. Stephane Cosby
- d.
- 3. Our Mission: [Cultivating the Creative Mind](#)
- 4. Public Comment (3 minutes per person, Limit 20 minutes total)
 - a. [Policy ADD 4.8 - Public Participation in Board Meetings / Board Guest](#)

B. Preliminary Matters, 12:40 p.m. (5 minutes)

- 1. Approve Minutes from Prior Board Meeting ([5/20](#))
 - a. **MOTION:** Director Pointer moved to approve the minutes listed above. Director Mushel seconded.
 - b. **VOTE:** Unanimously approved.
- 2. Call for Late Additions to Agenda
- 3. Approve Meeting Agenda
 - a. **MOTION:** Director Pointer moved to approve the meeting agenda. Director Mushel seconded.
 - b. **VOTE:** Unanimously approved.

C. Board Business Meeting - 12:30pm - 3:00pm

1. Proposal discussion: [Accountability for Upholding Board and School Policies](#)
Discussion of communication between board members and school staff and parent communities. These connections are important.

AI: Try to find a new nametag maker

We are investigation a new evaluation procedure

AI: Need to identify key policies for more frequent review/evaluation of compliance

AI: Add procedures for policy review to the current [procedure document](#)

- 2. Board Policy Discussion:
 - a. [EL2.8](#), [GP3.8](#)
 - i. See discussion on Board Business Meeting minutes ([03/25](#))

AI: add these two policies to the consent agenda

3. [Strategic Plan](#) Review

Lots of positive work on these goals.

Added “progress” and “notes” columns

Share the strategic plan progress with the community in the Fall

4. [Review Board Onboarding Process](#) & Discuss Board Development for 24/25
 - a. Review CO League of Charter School Board Development Training options & schedule

We ought to do a training within the first 2 months of school - look for emails over the summer

- b. Waldorf 101 Training

Useful for all of the board to do in the fall

- c. Board recruitment

Always a concern

5. [Board Calendar](#)
 - a. Board meeting attendance
6. [Meeting Rotation](#)

AI: Update for next year and send our request for folks to sign up

E. September Retreat Items:

1. Notes/Agenda items
 - a. Vote on agreed upon Bylaws changes read at the 5/8/24 business meeting
 - b. SAC Survey

Not needed

- c. [Review Communication Plan](#)

AI: Draft end of year comment

- d. Strategic Plan
 - i. Review Plans for 2024/25 Year

2. Dashboard & SD Operational Report

To be discussed more in August

AI: Add the aforementioned to the agenda for August / September retreat

F. Closing 4:00pm

Steadfast I stand in existence.

With certainty I tread life's path.

Love I cherish in the depths of my being.



Hope I place in every deed.

Confidence I place in every thought.

These five guide me through existence.

These five guide me to the goal.