

Mountain Sun Community School Board Meeting Minutes

November 7, 2017

Open Session

5:45-7:30pm

MSCS Conference Room

Members Present: Dilshad, Melissa, Michael, Joy, Mary, Jennifer, Brigid, Lauren, Claudia, and Linda

Dilshad chaired the meeting and Jennifer recorded minutes.

Check In

Lauren led the board in discussing something each member has been learning about lately.

New Members

Dilshad is pursuing additional new board members and has a lead on one.

Correction and approval of September minutes (in absence of October meeting)

The minutes are approved with corrections.

Ten year celebration – initial discussion for Spring activities surrounding this event(s)

- The board is planning a celebration for the 10th anniversary of the school.
- The event will be on a weekend in April or May.
- Any individual and family that has been involved with the school (former and current parents, students, teachers) from the past 10 years will be invited.
- A committee of Dilshad, Joy, Rachael Duffy, and Michael will meet to discuss.

Retreat on December 9

- The retreat will be from 9:00-2:00pm on the BMC campus.
- The retreat will include discussion of financial plans, board book/procedures, Strategic Plan check in.

Faculty Report

Brigid presented the classroom happenings from the past month.

Executive director report

Personnel matters

- Teachers are doing parent conferences this week.
- Michael has been doing classroom observations. He gave informal feedback following each observation. He plans to do more formal observations after the holiday break.

Parent/staff feedback with a pulse on the community

- The Board recently hosted a community meeting focused on the history of the school.
- Rachel is doing an excellent job coordinating the class parents.
- Michael plans to have another Holiday Craft store.

Recruitment/retention update

- One new student came in to the Otter class.
- Michael has had parents contact him for the Monarch class and more primary students.

Outreach - community appearances, newspaper articles

- Michael and Kayla were at the Brevard Halloween Festival.
- He has been very active with the Early Childhood Initiative, which gives him access to a wide range of childhood professionals in the area.
- Work has begun on a video to market the school.

Fundraising update

- The coffee sales from Pisgah Roasters is going well. We have brought in \$100 already.
- Michael has asked for new names for the annual appeal mailing list. The letter will go out soon.
- The TAG committee is well on their way to meeting their sponsorship goal, including landing Subaru as a sponsor.

Finances

- We are one student under the budgeted student enrollment.
- We have a healthy bank balance and are not operating month-to-month.
- Michael used some of the reserve balance from last year to pay debt.
- Tuition past due for current families is at a remarkable low of only \$255. Michael has done an excellent job working with families on this.

Date and plans for December board/staff party

- Brigid will ask the teachers if Dec 15 would work for the party.
- The party will be held on the BMC campus and we will find childcare.

Brief update on September background checks discussion

- Susanne created a document for parent drivers for field trips to sign that collects driver information and parents will sign to agree to follow the rules of driving students.
- Michael is doing research and contacting other schools to find out what their policies are with regard to background checks on staff members.