

## **Mountain Sun Community School Board Meeting Minutes**

May 15, 2019

Open Session: 5:45 p.m. – 7:45 p.m.

Members Present: Michael, Dilshad, Jennifer, Joy, Nicole, Melissa, Kevin, Meighan, Brigid, Mary, Linda

Dilshad chaired the meeting and Linda took notes.

### **Approval of April Open Minutes:**

The April 10 minutes were reviewed and approved with corrections. The April 10 closed minutes will be reviewed at the June meeting.

### **Faculty Report:**

- Brigid reported there are lots of year-end activities and outings going on. Everything is going well.
- Ellie was here today working with the teachers. There have been discussions about her role for professional development next year; the plan involves less time than this year. MSCS is also discussing other training options.
- Parent-Teacher conferences went well.
- The school's trusting environment is setting students up for success and all is going well.
- The Florida building had leaks, so BMC is putting on a new roof, new insulation and painting. Furniture will be stored at Florida and two other climate-controlled storage units will be used for other summer storage.

### **Accreditation planning:**

- Accreditation through the Southern Association of Colleges and Schools (SACS) seems like the best route for MSCS.
- We need to get hold of SACS accreditation documents to fully assess where we are and what areas we are missing. From there we can create a plan and timeline for accreditation.
- An Accreditation Planning meeting will be held this summer to start this review. We will not formally apply to start the SACS accreditation process until we know we are in good shape to complete it within the two year time limit.
- The Board is in agreement with beginning preliminary work toward active pursuit of MSCS school accreditation.

### **Strategic Planning:**

- Jennifer reported that we hope to have the new strategic plan finished by the end of 2019. This will provide the school and Board a focused path as well as accountability.
- She reported that we have lots of information now and need to begin work on specific sections by both individuals and committees.
- The format used will be the same or similar to the previous strategic plan. A timeline will be set for each bullet within the new plan.
- Extra work on the plan will begin in August. Early decisions are the length of the plan (4 or 5 years?) and when to hold a retreat in the fall.

### **Remission Rate for Part-Time Staff:**

- The remission rate for full-time staff with children is set at 69%. The remission rate for part-time staff with children will be 51%.
- This part-time rate was computed as 74% of the 69% (the full-time rate).

**Executive Director's Report:**

- Personnel Matters: Next year Morgan Sprinkle will be a part-time math teacher for the Acorn Class and the Coyote Class. This will allow her to spend more time with Boone as he adjusts to his new home/school/country. McKenzie will teach in the Otter Class in lieu of Morgan.
- Move-Out is planned for May 29<sup>th</sup>. There will be two 26' trucks so there can be a single trip to complete moving out.
- The end-of-year survey will be out next week. We hope for a better response than previous years.
- There was a measles issue last week which is being treated as a learning opportunity. Michael has relationships with the Transylvania County Health Department and has good information about how to handle communicable outbreaks. Information will be added to the handbook. It also presses the importance of having good records, e.g., who is vaccinated and who isn't; having vaccination and exemption records on file.
- Recruitment/Retention: Currently we have 82 students enrolled so far for next year with six additional verbal commitments. The current projection for next year's enrollment is 90. We have 87 students this year.
- McNeill, Kayla and Victoria have not yet been contracted but their salaries are included in the preliminary budget. They will be contracted pending the final enrollment figures.
- Outreach:
  - Get Set Transylvania, of which Michael is a member, received national recognition this week.
  - The Pisgah Health Foundation, a legacy foundation of the Transylvania Regional Hospital, will be the conduit for the Dogwood Foundation funding. A meeting was recently held about the Blue Zone Project, a study that looked at longevity based on various geographical areas and conditions, e.g., food availability, social connections. It is unclear whether Blue Zone will be pursued.
  - MSCS will be represented at the Songsmith Festival this coming Saturday. MSCS will not be doing the White Squirrel Festival this year.
  - Meighan is hosting a meeting on May 16 at 5:30 p.m. to brainstorm ideas for fund-raising. The results of this meeting will affect budget planning.
  - Michael will be out of town from May 30 to June 19.

**Liability Waivers:**

- Michael shared a draft of the proposed Liability Waiver for the school. There was discussion of minor changes.
- Board members will review the document further and send Michael approval or not by Monday.

**Finances:**

- Finances are on track. The number of students is up from the budget; however, grants are a little less and events are up-and-down. We have to make our fundraising goals in order to make budget.

**2019-2020 Board Calendar:**

- Board meetings are set for the second Wednesday of each month.
- The budget meeting will be on June 27<sup>th</sup>, possibly at the Chamber of Commerce Building.
- Nicole will put together the Board schedule for next year.

*The meeting continued into closed session.*

*The meeting reconvened in open session. The meeting adjourned at 7:45 p.m.*