

**APPROVED
MONUMENT ACADEMY
BOARD OF DIRECTORS REGULAR MEETING MINUTES**

Jane B. Lundeen Library
November 9, 2017 – 1150 Village Ridge Point

Mission Statement: The mission of Monument Academy is to provide a challenging, content – rich, academic program offered within an engaging, caring, and positive learning environment. Established on a solid foundation of knowledge, Monument Academy emphasizes academic excellence, respect, responsibility, character and exemplary citizenship.

A. CALL TO ORDER/ROLL CALL/QUORUM/PLEDGE OF ALLEGIANCE

Meeting called to order at 6:00p.m. by Scott Saunders.

Members present:

Matt Dunston
Patrick Hall
Mark McWilliams
Mike Molsen
Julie Galusky
Scott Saunders

Others present:

Don Griffin, Executive Director
Nancy Tive, Director of Finance
Steve Kindermann, Recording Secretary
Kelli Beerer, ES Teacher Rep
Tiffany Alexander, MS Teacher Rep.

Excused:

Elizabeth Davis, CAO/Principal

Quorum declared.

B. ANNOUNCEMENT OF LOCATION OF CITIZENS' COMMENTS SIGN-UP SHEET

C. ADDITIONS TO/APPROVAL OF AGENDA

Mr. Dunston made a motion to approve the agenda as presented. Mr. McWilliams seconded and the motion passed unanimously.

D. CITIZEN'S COMMENTS

None

E. BUSINESS

1. Treasurer's Report – Patrick Hall

Revenue through October 31, 2017 for the 2017/2018 School Year

Revenue for the month ended and four months ended October 31, 2017 were \$588,180 and \$2,485,845, respectively. This was 34.35% of budgeted revenue, compared to a run rate of 33.33%. Budgeted revenue for the month was \$597,890. The variance between actual revenue and budgeted revenue was due mainly to:

- Full Day Kindergarten tuition was \$1,847 lower than the Revised Budgeted amount. The balance due in IC is currently approximately \$56,000. When that number is added to the \$36,859 collected already, the total is close to the \$92,000 budgeted total. (There was a decrease of students from 51 in 16/17 to 37 in 17/18, which is why the Revised Budget was adjusted downward.)
- Grants Revenue was \$7,333 lower than the Revised Budget amount. Other than the monthly Capital Construction Grant Revenue, the revenue from grants is received

Board Approved 1/17/2018

periodically throughout the year, but the revenue was amortized over the twelve-month period in the monthly budget.

Expenses through October 31, 2017 for the 2017/2018 School Year

For the month ended and four months ended October 31, 2017, MA expended \$592,156 and \$1,891,411, respectively, which equated to 26.14% of budgeted expenses, compared to a monthly budgeted amount of \$593,753 and a run rate of 33.33%. Monthly actual expenditures were within \$1,597 of monthly budgeted expenditures. Expenditures for the same period last year were \$669,387 for the month and \$1,868,756 for the four months ended October 31, 2016. The monthly expenditures in October 2016 included longevity bonuses.

Net Income (Loss)

Net loss for the month of October 2017 was (\$3,976), compared to budgeted net income of \$4,136 and compared to a loss of (\$94,885) for the same month last year. Net income for the four months ended October 31, 2017 was \$594,434, compared to \$637,261 for the same period last year.

Reserves

On October 31, 2017, MA maintained a fund balance of \$2,311,764 in the General Fund, as well as \$2,327,281 in its General Fund bank accounts and certificates of deposits. The general fund balance is up \$10,570 or .46% from the same period last year.

Building Corporation

Monument Academy Building Corporation made the yearly principal payment of \$380,000 on October 1, 2017. The balance of Bonds Payable is \$13,300,000.

Debt Service per FTE for 2017/2018

	<u>Principle/Interest</u>	<u>Student FTEs</u>	<u>Debt Service per FTE</u>
Monument Academy	\$ 926,338	912.00	\$1,015.72
District 38	\$6,598,746	5,375.50	\$1,227.56

2. Principal's Report – Elizabeth Davis

Elementary School:

The Elementary School is always a busy place! A short summary of events includes:

- Coordinated numerous Field Trips
- 1 student suspension this reporting period
- Attended Threat Assessment training @ District
- Concluded CPI training session for staff
- Working with PTO to coordinate install of new water fountains
- Took pies and silly string to the face from 2nd grade as they won the PTO Fun Run
- Completed recertification as an authorized CPI trainer
- Met with Sheriff's Dept. to review traffic flow options

Middle School

- Houses are now responsible for sponsoring/setting up/cleaning up/advertising one school party event and one service event. Many events are underway.
- Halloween party was a success!
- NJHS is running the Harvest Food Drive this week.
- Fall play, "The 12 Daughters of Hercules" will be November 10 and 11.

Principal's Remarks:

October is the month we see the dovetail effect of the work of each professional in the building happening. Our Director of Assessment and individual classroom teachers have completed the beginning of year assessments. That data is now disaggregated and made available to the

Director of Intervention and Literacy. Her team has set up intervention groups which are now actively working with students individually and in small groups throughout the building. As behavior is often driven by academic achievement the Counseling team is working with the Deans and the Director of Intervention and Literacy to support students with goal setting and developing behavioral supports which directly support academic achievement. We continue to refine our processes for developing IEP and 504 plans which support each individual student. Additionally, training and ongoing supports have been provided to classroom teachers as they develop READ plans for students who have been identified through DIBELS and NWEA.

While we are focused on the academics, we also know that extracurricular activities provide many of our students with the spark that makes Monument Academy the school where they want to be. Students who may sometimes struggle academically excel on the athletic field or on the stage. We are privileged to have an Athletic Director who supports our students both in the classroom and on the playing field with strategies that are working. Additionally, winter concerts will soon be upon us and I am excited to see the performances that will come out of many months of practice from our music departments. These are all a part of the student experience at MA—important and valued for the added dimension and support they give our students.

In these departmental reports, it is my hope that the board recognizes how each of these teams works with the others to make every child's experience at MA unique to their needs. I want to highlight how well each department and team works with the others to make this happen for our students.

As we anticipate the approval of MAHS, we are now moving into the early planning stages. I will be tapping some of our Middle School team to work on a curriculum crosswalk with complete course outlines which will ensure a seamless progression between the MA Middle School Program and the MAHS program. Course descriptions and graduation requirements are established in the application document. We are now ready to make those come alive in complete outlines for each course.

I also attended a meeting with Ann Chavez from The Master Teacher to talk about strategy as we work on ensuring that our programming pieces for the High School are intentional and logical. Julie Seymour and Traci Trimbach attended a Master Teacher conference in October to learn more about how to best design, implement and ensure solid programming and systems throughout the MA network.

Finally, I would like to recognize Karen Michael, our Director of Intervention and Literacy. She has been awarded a grant from American Association of Educators. MA has an exceptional staff. To be recognized for one's professional work by the AAE is an honor and we are delighted to see her skill recognized.

3. Executive Director's Report –Don Griffin

Veterans Day Celebration – We are scheduled to celebrate Veterans Day on Friday November 10th. Area veterans will attend a breakfast in the Multi-Purpose Room beginning at 8:30 which will be followed by musical performances by our choir, band and orchestra. This year's speaker will be Naval Academy graduate and retired Marine pilot Steve Sprecher.

Flu Shot Clinic – Monument Academy was fortunate to partner with Walgreens this year to provide a flu shot clinic on October 13th here on campus. We were able to provide 48 flu shots to students, families and staff! This is a huge increase over last year's flu clinic. Walgreens was extremely supportive and easy to work with and future shot clinics are anticipated. Special recognition to our school nurse Janice Latendresse.

Colorado Military Academy Tour - On October 26th, I had the privilege to tour the newly opened D49 charter school, Colorado Military Academy (CMA). This K - 8 tuition-free charter school is located next to Peterson Air Force Base in Colorado Springs. They will Grow to K - 12 by adding high school grades one grade at a time starting the 2018-19 academic year.

CMA provides a rigorous, hands-on curriculum in science, technology, engineering, and math (STEM). More than 90% of the teaching faculty are retired military veterans or have an affiliation with the military.

D38 Board Election Results – Chris Taylor defeated Sherri Hawkins and Tiffiney Upchurch defeat Tom De Angelis.

4. High School Application Public Hearing – November 16, 2017

The second scheduled public hearing for the MA High School application is schedule for Thursday November 16th at 6:00p.m. The hearing will be held at the District Administration Building.

5. No December Meeting

Dr. Griffin reminded the Board there is no scheduled meeting in December.

6. January Meeting - Wednesday the 17th

Dr. Griffin reminded the Board again of the date change for January as he noted that it was the Board's normal practice to move the January meeting date of the Board to the third Thursday (1/18/2018) to allow Finance to close December upon returning from our Winter Break. However, since Drs. Davis and Griffin will need to be at the January 18th meeting of the D38 Board of Education meeting to present Monument Academy's annual report, the Board agreed to move their January meeting date to Wednesday January 17th.

F. ITEMS REQUIRING BOARD DISCUSSION/ACTION:

1. Discuss/Approve Revision of 2017-2018 Budget

Mr. Hall and Mrs. Tive presented the following information regarding the proposed revisions to the 2017-2018 budget.

REVISED BUDGET NARRATIVE

REVENUE

- Funded pupil count was adjusted to 912.82 based on the October 1, 2017 count. The Original budget had the funded count at 919.36.
- The PPR was changed to actual PPR of \$7,279.05.
- Miscellaneous Revenue was decreased based on the results of the D38 reconciliation of SPED purchased services for 16/17.
- Full Day Kindergarten tuition was decreased \$39,000 based on current enrollment.
- Capital Construction, READ Act, Gifted and Talented and Title grants funding were changed to the actual grants amounts for 17/18.
- Total revenue from all sources equals \$7,236,855, which is a 1.11% decrease (\$81,586) from the revenue budgeted per the 4/13/17 revised budget.

EXPENDITURES

- A Reading Specialist position was added to the RTI Program.
- The Gifted and Talented program was reduced to a Coordinator position.
- The Drama Program was pulled out of the Fine Arts Program to its own line item.
- An Elementary School Technology Teacher position was added.
- The Middle School iPad program was increased to the actual amount at 11/9/17.
- The SPED Program was decreased from a Dean structure to a Director structure. The SPED paras were also decreased to the actual salaries at 11/9/17.
- The Counselor Assistant was changed to .5 Counselor and .5 Social Work Services.
- A Communications and Marketing Program was added.
- Principal and Interest – FNB were removed since that capital lease was paid off in June 2017.

Total expenditures are budgeted at \$7,236,855 a \$1,299 decrease from the expenditures budgeted per the 4/13/17 revised budget.

Mr. Hall made a motion to approve the recommended revisions to the 2017-2018 school budget as presented. Mr. Dunston seconded the motion. Mr. Saunders called for a vote and the motion passed unanimously. The revised budget is posted on the Monument Academy website under the Financial Transparency tab.

2. Discuss/Approve Revision of Teacher Representative to the Board Policy 1515

The Governance Committee reviewed the **Teacher Representative to the Board Policy 1515**. The Committee is recommended three small revisions:

1. Change the teacher representative term to a 2-year term instead of a 1-year term. Change the consecutive term allowable to one term (historically, teacher representatives only serve 2 years). Begin the term in August which means the Teachers vote for their representative at the beginning of the school year.

2. Revise the process to replace a teacher representative to the same process as outlined in the Board bylaws. The current policy would allow the teachers to make up their own process outside of Board or legal review.

3. Under Communication duties, the suggested revisions soften the requirements for attendance and reporting.

Mr. Hall made a motion to approve the recommended revisions to Policy 1515 as presented. Mrs. Galusky seconded the motion. Mr. Saunders called for a vote and the motion passed unanimously. The revised policy is posted on the Monument Academy website under the School Board/Board Policies tab.

G. Consent Agenda

1. Approve minutes from October 11, 2017 meeting.

2. Committee and other reports (Building/Facilities, Curriculum, RDC, SAAC, Finance, Teacher Reps.).

J. ADJOURNMENT

The meeting adjourned at 6:16p.m.