

APPROVED
MONUMENT ACADEMY
BOARD OF DIRECTORS REGULAR MEETING MINUTES

Jane B. Lundeen Library
May 10, 2018 – 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 6:03p.m. by Scott Saunders.

Members present:

Julie Galusky
Patrick Hall
Mark McWilliams
Scott Saunders

Others present:

Don Griffin, Executive Director
Elizabeth Davis, CAO/Principal
Nancy Tive, Director of Finance
Kelli Beerer, ES Teacher Rep.
Tiffany Alexander, MS Teacher Rep.

Excused:

Mike Molsen

Mr. Saunders announced the resignation of Director Matt Dunston. Since the number of Directors are now five and having three members present meets bylaw requirements: a quorum was declared.

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

C. ADDITIONS TO/APPROVAL OF AGENDA

Mr. Hall made a motion to approve the agenda as presented. Mrs. Galusky seconded, and the motion passed unanimously.

D. CITIZEN'S COMMENTS

Please note that citizen's comments are summarized.

Lorri Halenkamp – voiced concerns over the recent changes to the Uniform Policy. She feels uniform change is for prep school. She noted the potential financial burden that may result from the changes in policy. She requested that 7th & 8th graders be “grandfathered” in and apply the new policy to incoming 6th graders. She also noted that shoes as required under the policy may be difficult to find.

Sarah Fay – voiced concerns over changes to the National Junior Honor Society (NJHS). She requested that it not be changed and remain as it currently operated.

Julie Goodwin – voiced concern over the changes to the National Honor Society. She stated that her student would not fit in the House System and that NJHS was better for her. She mentioned the schedule conflict with regard to NJHS. Mrs. Goodwin also stated she had found shoes as required under the new Uniform Policy on sale for 50% off.

Allison Ferranti – voiced concerns over the Uniform Policy and stated that she represented 20 other parents. She stated she was for the policy but requested 2 more colors for Middle School polos, shoe soles be allowed to be a different color than the shoe itself, allow “skinny jeans”, “grandfather” current sweatshirts and hoodies thru 2019. Concerning NJHS, she suggested a parent volunteer might be found to run the program.

Ryan Brown - voiced concerns over the Uniform Policy and the difficulty he anticipated in finding wide size shoes for his student that meet the Uniform Policy requirements. He asked about the mostly black or mostly gray color requirement for shoes. He wanted to know if a Nike sneaker that was black with a pink swoosh would be permissible. He also suggested having more flexibility on the soles might help everyone.

E. BUSINESS

1. Treasurer’s Report – Patrick Hall

Revenue through April 30, 2018 for the 2017/2018 School Year

Revenue for the month ended and ten months ended April 30, 2018 were \$618,789 and \$6,089,990, respectively. This was 84.15% of budgeted revenue, compared to a run rate of 83.33%. Budgeted revenue for the month was \$594,233. We received two months (for February and for March) of Capital Construction revenue. Also, we received the remaining balances of MA’s Federal funding and State Gifted and Talented funding.

Expenses through April 30, 2018 for the 2017/2018 School Year

For the month ended and ten months ended April 30, 2018, MA expended \$589,536 and \$5,354,038, respectively, which equated to 73.98% of budgeted expenses, compared to a monthly budgeted amount of \$584,940 and a run rate of 83.33%. The difference between the actual April 2018 expenses and the budgeted April 2018 expenses was less than 1%. Expenditures for the same period last year were \$555,038 for the month and \$5,391,652 for the ten months ended April 30, 2017.

Net Income (Loss)

Net income for the month of April 2018 was \$29,253 compared to budgeted net income of \$9,292 and compared to net income of \$18,684 for the same month last year. Net income for the ten months ended April 30, 2018 was \$735,952 compared to \$691,381 for the same period last year.

Reserves

On April 30, 2018, MA maintained a fund balance of \$2,453,282 in the General Fund, as well as \$2,487,160 in its General Fund bank accounts and certificates of deposits. The general fund balance was up \$97,968 or 4.16% from the same period last year.

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	5,478.88	\$1,204.40

2. Principal’s Report – Elizabeth Davis

ELEMENTARY SCHOOL and FACILITIES

- Band concerts
- Choir concerts
- Strings concerts
- Drama productions
- LobbyGuard testing and implementation
- Prospective teacher interviews
- Prospective PARA interviews
- Curriculum ordering and review for 2018-19
- Attended RAVE conference in Denver
- Conducted “Lockout” drill incorporating RAVE
- Conducted fire drill incorporating RAVE
- Numerous parent meetings
- Facilitated parent advisory committee on streamlined uniform policy
- Planning for year end check out and events

MIDDLE SCHOOL

- Coordinated volunteers through the House System for Civil War Day
- Conducted interviews for Math, English, and Foreign Language Middle School positions
- Attended 6th grade Challenger Learning Center Field trip
- Facilitated parent advisory committee on streamlined uniform policy
- Conducted Formal Evaluations of Middle School teachers with post conferences
- Created Honors applications for English and Science with the English and Science teachers
- Communicated course selection deadlines through Lynx, Canvas, and morning announcements
- Completed EOY NWEA evaluations for middle school students
- Revised teacher evaluations survey and administered to all middle school students through a Google Form. Data sent to SAC
- Worked with Desiree Floyd, Steve Kindermann, Amy Torrence, and Elizabeth Davis to finalize 8th grade graduation details
- Conducted meetings with middle school staff- steps for continually improving EAST and House
- Taught final class for Love and Logic professional development
- Facilitated Curriculum Committee activities to wrap up the end of year.
- Enjoyed an amazing performance of Lion King, Jr! Kudos to Christy Inama and Desiree Floyd!

PRINCIPAL’S REPORT

Dr. Davis highlighted the Teaching and Learning Conditions Colorado Report. This reports the results of a statewide survey of all school based staff on their perceptions of the teaching and learning conditions at the schools. It is completely anonymous and administered through a 3rd party contracted by the Colorado Department of Education.

It is important when you read the report to remember that we need to think carefully about Monument Academy’s priorities and the reported results associated with those. The report measures a number of different areas—each of which will be prioritized differently in different districts and schools.

Monument Academy, as compared to other D-38 schools does very well. I wanted to highlight a few of the areas where the report may not reflect the totality of teacher experience.

In the report, it is important to note that new teachers are supported in a variety of ways designed to complement areas of identified expertise which they bring into MA, as well as areas of growth which are often identified by the teacher. As a result of MA's differentiated professional development program, different teachers will receive different types of support.

The survey had a question about the Unified Improvement Plan. The results of this question may be misleading because D-38 and MA were not required to write a UIP this year due to our rankings as Performance schools. As a result, while we scored at 85% of our teachers agreeing with this statement, we did not participate in this type of planning process during the 2017-18 school year.

An important item in this vein is "Our work together is guided by a shared vision that is student focused." 100% of the MA respondents agree with this statement. I believe that we have strengthened this aspect of our work through the curriculum committees and the strong emphasis on making sure that information is not siloed in one or two departments but is shared with all stakeholders.

While there are comparatively excellent results across the board, there are two key items: 97% percent of MA respondents report that they would recommend this school as a good place to work. 100% of respondents would recommend this school as a good place for students to learn.

It is extremely helpful for us to receive data like this which is generated by a 3rd party and which is collected in a complete anonymous manner. We will continue to use results like this as a part of the decision making processes at Monument Academy.

A copy of the report is available by clicking: [Teaching and Learning Conditions Colorado Report](#)

3. Executive Director's Report –Don Griffin

United Healthcare Negotiations – After an initial proposal with a 7% increase in premiums, we were able to agree to an increase of \$500.00 to our deductible with a 0% increase in premiums. It should be noted that Monument Academy is one of the few employers in this area that pays 100% of the individual employee premium.

Medical Emergency Response Team - Monument Academy has formed a Medical Emergency Response Team (MERT). The goal of this team is to facilitate a quick response to a medical emergency in the building. This is also one of the requirements we must meet in order to receive our new, free, AED.

8th Grade Graduation – Graduation will be held on Tuesday May 15th at the Springs Church (formerly the Phil Long Expo Center). All members were invited.

4. Recognition of Teacher Representatives – Scott Saunders

Scott Saunders presented Tiffany Alexander and Kelli Beers certificates recognizing their service as Teacher Representatives for the 2017-2018 school year.

5. Board Self-Assessment – Mark McWilliams

Mr. McWilliams presented a summary of the Board's Annual Self-Assessment and thanked the members for their timely response to the survey. He noted that the complete survey results with unedited comments had been provided to the Board prior to the meeting. Mr. McWilliams

Board Approved 6/21/2018

expressed his opinion that he believes the results show that the Board is willing to speak with one voice once discussions have been put a vote. He also noted that the survey suggested that the Board allowed for many different points of views.

6. Board Election – May 14 & 15, 2018

Candidate filing deadline was April 27th. The candidates are: J.W. Boyles, Dwayne Cooke, and Melanie Strop. There are two open seats. The two candidates receiving the most votes will be declared the winners. The Candidates' Forum was held May 10th prior to the Board meeting. The Board election will take place May 14- 15 via Survey Monkey. The winners will be announce by the end of May 15th.

7. June Meeting – Thursday June 21, 2018

F. ITEMS REQUIRING BOARD DISCUSSION/ACTION:

1. Discuss/Approve Inline Management Letter of Intent

The Board was presented the opportunity to approve the Letter of Intent (LOI) from Inline Management. Dr. Griffin explained that approval of the LOI will signify the appointment of Kurt Connelly as Monument Academy's builder's representative. It was noted under the LOI:

DUTIES: During the consulting term prior to funding, Monument retains Inline as the Owner's Representative with respect to Monument's desire to develop a school Facility.

COMPENSATION: Inline will perform Services for Monument Academy on a delayed compensation basis until project funding has been secured. Monument Academy and Inline agree to negotiate in good faith terms and conditions for Owner's Rep Services at that time. A Proposed Scope of Services will be agreed upon at that time.

VOID: In the event that Monument Academy is unable to secure project funding, this LOI shall become void and Monument Academy shall be under no obligation to compensate Inline for services provided.

Mr. Hall made a motion to approve the Letter of Intent from Inline Management as presented. Mr. McWilliams seconded the motion. Mr. Saunders called for a vote and the motion passed unanimously.

2. Discuss/Approve Appointment of Architectural Firm

The Board was presented the opportunity to approve in principle the standard form agreement from CRP Architects, PC. Dr. Griffin explained that approval of the draft agreement will signify the appointment of Brian Risley as Monument Academy's architect of record. It was noted under the draft agreement:

DUTIES: Design services include: Architectural design, building code compliance checks, assistance with obtaining a permit for construction, material and color selection and specifications; Structural Engineering for the building; Mechanical and Plumbing Engineering for building systems; Electrical Engineering for building power and lighting systems including conduit pathways for low voltage systems; Civil Engineering for all on site improvements;

Landscaping and irrigation design for on site improvements, food service design and layout for a full service kitchen.

COMPENSATION: CRP Architects will perform above described duties for Monument Academy and be compensated as outlined in Article 11. Monument Academy and CRP Architects, PC agree to negotiate in good faith terms and conditions as outlined in Article 11. A final agreement will be presented to the MA Board for approval.

Mr. Hall made a motion to approve in principle the standard form agreement from CRP Architects, PC. As presented. Mr. McWilliams seconded the motion. Mr. Saunders called for a vote and the motion passed unanimously.

G. Consent Agenda

1. Approve minutes from April 12, 2018 meeting.

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

H. EXECUTIVE SESSION:

1. Executive session: Positions Relative to Negotiations C.R.S.24-6-402(4)(e)

At 6:49 p.m., Mr. Hall made a motion, seconded by Mr. McWilliams: To meet in Executive session to discuss positions relative to negotiations C.R.S.24-6-402(4)(e).

Roll call vote was unanimous; the motion carried 4-0.

The Board invited Dr. Griffin, Dr. Davis and Mrs. Tive to join them in the school's library for Executive Session.

The Board entered executive session at 6:50 p.m.

At 7:08 p.m., Executive Session was adjourned, and Open Session was reconvened in the Library.

I. ITEMS REQUIRING BOARD DISCUSSION/ACTION:

1. Discuss/Approve Possible action regarding Negotiation matters.

There was no action required after the Executive Session.

J. ADJOURNMENT

The meeting adjourned at 7:09 p.m.