

MONUMENT ACADEMY
“A Charter School, a public school of choice”
BOARD OF DIRECTORS REGULAR MEETING
Lab Room 312
January 9, 2020 – 1150 Village Ridge Point
Board Meeting at 6:00 pm

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

Mark McWilliams called the meeting to order at 6:02 p.m.

Board Members Present:

Mark McWilliams
Megghan St. Aubyn
Mike Molsen
Chris Dole
Melanie Strop

Other's Present:

Christianna Herrera, COO
Charles Richardson, Dean of Elementary School
Julie Seymour, Dean of Middle School
Marc Brockelhurst, CPA
Cristin Patterson, Teacher Representative

Quorum declared.

B. ANNOUNCEMENT OF LOCATION FOR CITIZEN'S COMMENTS SIGN-UP SHEET

Mr. McWilliams announced the location for the comment sheet. No citizens signed up to comment.

C. ADDITIONS TO/APPROVAL OF AGENDA

Mr. Molsen motioned to approve the agenda as is. Mrs. Strop seconded and the motion passed unanimously.

D. CITIZEN'S COMMENTS PERTAINING TO AGENDA: *Limit 3 minutes per person*

No citizens commented.

E. BUSINESS

1. Treasurer's Report: Marc Brockelhurst, CPA

Mr. Brockelhurst gave the treasurer's report for the period ending December 31, 2019.

Revenue through December 31, 2019 for the 2019/2020 School Year
Revenue for the month ended and six months ended December 31, 2019 was \$655,286 and \$4,200,282, respectively. This is 51.02% of budgeted revenue compared to a monthly budgeted amount of \$686,261 and a run rate of 50%. Budget variances

are due to the following: The Capital Construction Grant check, for December has not been received yet.

Expenses through December 31, 2019 for the 2019/2020 School Year
Expenses for the month ended and six months ended December 31, 2019, were \$616,121 and \$3,318,011, respectively, which equated to 40.30% of budgeted expenses, compared to a monthly budgeted amount of \$666,121 and a run rate of 50%. Monthly expenses were lower than budgeted for Core Instructional Program, SPED, School Admin & Building Operations. Expenditures for the same periods last year were \$585,342 and \$3,099,191.

Net Income (Loss)

Net income for the month ended and 6 months ended December 31, 2019 was \$39,165 and \$882,271, respectively. Budgeted net income for the month ended December 31, 2019 was \$20,139. Net income was \$845,356 for the same period last year.

Reserves

On December 31, 2019, MA maintained a fund balance of \$2,999,370 in the General Fund, as well as \$3,149,370 in its General Fund bank accounts and certificates of deposits. The general fund balance was up \$362,446 or 13.75% from the same period last year.

The 2019-20 Fiscal Year Budget and Actual, and Balance Sheet ending December 31, 2019 included as "Attachment A" to meeting minutes.

2. Elementary Principal's Report: Dean Richardson

Mr. Richardson gave the Principal's Report for December 2019. He noted that reporting is thin due to Winter Break in December - January. He noted that MA executed a successful fire drill. The building cleared and swept in 7 minutes.

3. Middle School Principal's Report: Dean Seymour (Dean Richardson)

Mr. Richardson reported for Dean Seymour on the Middle School.

Mrs. St. Aubyn recognized the amount and quality of work done by the facilities department. Mr. Richardson acknowledged that under Vinne DeVincenzo's leadership the facilities department has done an excellent job.

The Principal's Report is included as "Attachment B" to the meeting minutes.

4. COO Report: Mrs. Herrera

Mrs. Herrera stated that an Ice Cream Social / Information Night about middle and high school will take place on Monday, January 13, 2019. This will answer questions that families have about the upcoming school year.

Mrs. Herrera gave the Board information on the uniform policy as well as a dress code policy option. Mrs. Cristin Patterson will head up the committee to make this decision. Mr. McWilliams asked Mrs. Patterson to present her report at this time.

Mrs. Patterson stated that the uniform/dress code committee met on Monday. The committee recommends putting out a survey to parents, teachers, and students to weigh the various options.

Mr. McWilliams noted that survey participation is typically only 20-30% at MA.

Mrs. St. Aubyn stated that the survey should include a question to indicate if the student is interested in attending the new school.

Mr. McWilliams stated that uniforms is a common topic that comes up to the Board and that keeping the uniform policy for elementary school is non-negotiable.

Mrs. Herrera discussed the progression of middle school to high school and ensuring we keep our promise to our families of being able to graduate from Monument Academy. She stated that keeping the grades 6-8 program in place as is makes the most sense. This means moving the entire middle school to the secondary school campus.

Mrs. Herrera stated that there is a distinct middle school and distinct high school program. However, crossover begins in 7th grade when students can begin to acquire high school credit if they are on the dual enrollment pathway. She stated that keeping teaching teams and discipline together will be beneficial to our excellent middle school program. Mrs. Herrera thanked the Board for the time they have allowed her to fully investigate and develop the best plan possible.

Mr. McWilliams noted to Jackie Burhans, OCN Reporter, that Amy Torrence will send her accurate information for the plans for the middle school tomorrow for her reporting.

Mrs. Herrera met with Dr. KC Somers, District 38 Superintendent, and MA has been invited to a welcome reception on January 21, 2019 at the District Board Meeting as a recipient of the Inez Lewis award. She stated that the high opt-out rate from CMAS testing makes it difficult to compare MA to other schools; however MA is using data from NWEA, which is actually giving better data and a more accurate pool because of high participation in NWEA.

Mrs. Herrera stated that MA has retained its status as a James Irwin School of Excellence. She stated she is proud of the faculty and leadership that made these awards possible.

Mrs. Herrera informed the Board that MA will look at a 5-year trend and identifying areas that we are strong and areas where we need improvement. MA is doing phenomenally well in science and we have a progression of doing better each year which is important in a curriculum that builds upon itself. She explained the importance

of looking at growth but that it becomes more difficult to present growth that satisfies the state when you are in the upper-tier percentiles.

5. Review & Explanation of Assessment Data: Mrs. Herrera/Mr. Venticinque

Mr. Venticinque informed the Board that the tables are derived from the 2015 norm studies. Norm studies are done every 5 years and include all schools that have participated in NWEA throughout the country. NWEA is an apples to apples comparison because students in all of District 38 take this test.

Mr. Venticinque stated that as students advance, it becomes harder to grow quickly because the concepts are more difficult.

MA is in the process of doing mid-year MAP Skills evaluation to determine how students are doing in specific areas to find holes with what students know and use the tools given by NWEA to fix those. Mr. Venticinque gave an example of how MA is using NWEA in the subject of math.

Mrs. Strop asked how many schools give the NWEA test. Mr. Venticinque is unsure, but said that a lot of schools throughout the country participate in the test. The CMAS does not give the results from the test given in the spring until too late in the fall to use the data and schools all over the country struggle with this issue.

6. D.O.G.S Program Update: Chris Dole

Mr. Dole first congratulated Mrs. Patterson on a successful strings concert. He was impressed by the progression of 167 students, especially with the constraints within which this is done. He also was impressed with the students, their professionalism and public speaking abilities.

Mr. Dole stated that D.O.G.S. continues to be a great success. Every available volunteer day was filled during the fall semester. Two information sessions will be held Tuesday, January 14 at 6:30 a.m. and 7:00 a.m. RSVP's are appreciated. Sign-up will be dates February - May 2020.

Mr. Dole answered a question from the audience about what a day as a "DOG" looks like.

Mr. McWilliams encouraged every dad to participate. Mr. Dole added that this allows dads an opportunity to see what our teachers do every day.

7. Construction Update: Melanie Strop

Mrs. Strop informed the Board that masonry is still going, steel has not started. They are asking for furniture upgrades as well as more internal gym components. JDL has brought in three additional masonry crews to keep the building on schedule.

Mr. McWilliams stated that he has drone footage from today available for viewing.

Mr. McWilliams added that Kurt Connely, owner's representative has found cost savings and he is looking at using that money to upgrade the gym. Mrs. Strop and Kurt Connely are meeting next Monday to discuss the options.

Mr. McWilliams updated the Board that horizontal construction is on schedule. In February there will be pressure tests for fire systems outside. He stated that the final pieces for the traffic study will be done next week. He added that there is so much thought, effort, and structure that goes into traffic planning, and he is impressed with the people working on this area.

F. ITEMS REQUIRING BOARD DISCUSSION/ACTION:

1. Nomination review for available Board position

Mr. McWilliams recapped that Mr. Dwayne Cooke gave his resignation at the last Board meeting. Mr. McWilliams has received several e-mails asking why we don't go back to the last vote and select the person who received the third most votes. He informed the audience that the last time this was done, it was publicized ahead of time the 3rd place would take an open spot. The Board bylaws state that the Board is to appoint someone to fill that position for the remaining time of Mr. Cooke's position.

Mr. Molsen and Mrs. Strop took time over Winter Break to interview candidates. Mr. Molsen read the names of those who were nominated for the open position: James Keating, Mark Jessco, Misty McCuen, Susan Byrd, and Joe Buckowski.

Mr. Molsen stated that each candidate was asked a series of written questions and Mr. Molsen and Mrs. Strop spent 30 minutes interviewing each candidate. They were thrilled with the quality of parents and their willingness to step forward.

Mr. Molsen stated that Dwayne Cooke had a lot of academic experience and a background in education, and one candidate stood out with similar credentials to what the Board lost when Mr. Cooke resigned.

Mrs. Strop said that as a Board we are lacking someone with educational experience. For Mrs. Strop, Susan Byrd was that candidate. Mr. Molsen agreed that Susan Byrd was the candidate that stood out to fill the Board seat.

Mr. Dole echoed the statement that there is a need for an educator on the Board at this time as we open the secondary school. He is also in favor of electing Susan Byrd.

Mrs. St. Aubyn stated that it is critical to have an educator on the Board because they bring insight that Board members in other industries have no way of knowing.

Mrs. Strop motioned to nominate Susan Board to fill the remaining 1-1/2 year term vacated by Mr. Cooke. Mr. Molson seconded.

A role-call vote was taken and the motion passed unanimously.

Mr. McWilliams asked the other candidates to please run in May 2020. Mr. Molsen added that a good candidate is one who can make good decisions based on all the facts presented.

Mr. McWilliams informed the Board and Mrs. Byrd that a swearing in will take place at the February 2020 regular Board Meeting.

2. Discuss/Approve draft 2020-2021 Academic Calendar

The Board was presented with the proposed Academic Calendar.

Mr. McWilliams asked if the calendar allowed for more snow-days in 2020-21. Mr. Ventincinque, a meteorologist by trade, stated that it's impossible to predict the weather for the coming years.

Mrs. St. Aubyn asked what are the major changes to the calendar. Mrs. Herrera stated that is keeping with what has been done in the past. She said the high school will continue to have half-day Fridays. She stated that administration was weighing the number of "days" required by the state as well as "contact time", as well as the promise to MA families that we have more instructional time than required.

Mrs. Strop asked if there is any way to proactively make up snow days in the semester they were lost, instead of in the following semester. Mrs. Herrera stated this was absolutely possible and could be put out ahead of time to parents. Mrs. Strop would like to suggest implementing this into the 2020-21 calendar.

Mr. Dole agreed with Mrs. Strop and asked that the "family life" component of Monument Academy is considered when making up days and ask that make up days avoid Holiday weekends.

Mrs. Strop asked that the snow-day caveats (additional days) be put into the published schedule.

Mrs. St. Aubyn stated that the start date is early in August and suggested pushing the start date back to allow for construction delays.

Mrs. Herrera said this has been discussed and that a contingency calendar could be published later.

Mrs. St. Aubyn said that a calendar that is published early and that is accurate is appreciated by parents for planning. She suggests not publishing it and then changing it later.

Mrs. Herrera suggests presenting two clear calendars to the Board at the February meeting to see snow-day contingencies and a delayed start-date calendar.

Discussion continued and the issue was tabled.

3. Discuss/Approve 2020-2021 Lottery Enrollment Policy for MAHS

Mrs. Herrera informed the Board that a lottery system must be in place to receive funds from the CDE grant received last month. This is required to ensure full transparency in our enrollment policies.

Letters of intent are still received for open seats and seats are filled first come first serve. If students are placed on a waitlist and we are nearing the 10% threshold of being full, the lottery system is then invoked. The waitlist is not held year over year. This ensures that it is not hopeless to families moving into the District to gain access to the school. This will not necessarily be needed year-one but will be in place for the future.

Mr. Molson motioned to approve the lottery policy for MAHS. Mr. Dole seconded the motion and a role-call vote was taken. The vote was unanimous vote motion carried.

4. Uniform vs. Dress Code

Mr. McWilliams reopened the idea to putting a survey out to the MA community on the uniform/dress code policy.

Mr. Molson asked that the Board considers what the administration and teachers want, instead of asking the community.

Mrs. Strop commented that she talked with an 8th grade student and thinks the flexibility of having a dress code policy in place for the high school is a good idea.

Mrs. St. Aubyn suggested that if we put a survey it should go to parents, not students. Her opinion is that MA could lose good students due to having a uniform in High School. She likes the option of allowing increased freedom each year and still having a strict dress-code, but no uniform for high school.

Mr. Molson referred to a school that was toured and regretted not instituting a uniform policy when they opened. Mrs. Herrera expanded on these examples. She stated that at the end of the day, what we choose is what we need to stand by and gave arguments for each choice.

Discussion continued with the audience and Mr. McWilliams tasked Mrs. Patterson with instituting the survey suggested by the uniform/dress-code committee. The motion was tabled by the Board until survey results are received.

G. CONSENT AGENDA:

1. Approve minutes from December 9, 2019 meeting

Mrs. Strop motioned to approve the minutes from December 9, 2019. Mr. Molson seconded and the motion carried unanimously.

2. *Next meeting: February 13, 2020, 6:00 p.m., Room 312*

H. ADJOURNMENT

Mr. Dole motioned to adjourn the meeting at 7:53 p.m. Mrs. Strop seconded and the motion carried unanimously.

CITIZEN'S COMMENTS PERTAINING TO NON-AGENDA ITEMS: *Limit 3 minutes per person*

Treasurer's Report

December 31, 2019

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Respectfully submitted,

Melanie Strop

Monument Academy
2019-20 Fiscal Year Budget and Actual

GENERAL FUND	FY 2018 - 2019					FY 2019 - 2020				
	Original Budget	Monthly Budget	Monthly Actual	Year-To-Date Actual	% of Budget	Revised Budget	Monthly Budget	Monthly Actual	Year-To-Date Actual	% of Budget
Students (FPC)	905.98					890.92				
PPR	\$ 7,730					\$ 8,070				
GENERAL FUND										
Beginning Fund Balance - General Fund	1,791,562	1,717,330	1,791,562	1,791,562		2,117,096	2,117,096	-	2,117,096	
General Fund Revenue										
MLO Revenue						493,325	41,110	41,110	246,662	50.00%
Per Pupil Revenue	7,003,461	583,622	602,111	3,532,371	50.44%	7,189,404	599,117	608,579	3,651,477	50.79%
Full Day Kindergarten Tuition	106,000	10,600	8,294	73,231	69.09%	-	-	-	190	#DIV/0!
Investment Interest	24,350	2,029	1,020	9,600	39.43%	24,350	2,029	3,106	14,957	61.42%
Donations - General	6,500	650	-	6,164	94.83%	6,000	500	-	3,112	51.87%
Academic Fees (Includes Tech Fees 18/19)	179,000	2,870	2,037	169,490	94.69%	179,000	14,917	2,490	155,052	86.62%
State Grants - GT / Cap Construction / READ / ELPA	314,615	26,218	32,048	154,146	49.00%	318,606	26,773	-	128,442	40.31%
Federal Grants - Title II & IV - Impact Aid	19,569	1,214	-	-	0.00%	19,569	1,631	-	-	0.00%
Building Use Income	1,366	114	-	-	0.00%	-	-	-	45	0.00%
Erate Reimbursement	2,200	-	-	(455)	-20.68%	2,200	183	-	3	0.14%
Miscellaneous Revenue	-	-	-	-	0.00%	-	-	-	342	0.00%
Total Revenue - All Sources	7,657,061	627,317	645,510	3,944,547	51.52%	8,232,454	686,261	655,286	4,200,282	51.02%
Total Revenue and Beg Fund Balance	9,448,623	2,344,647	2,437,072	5,736,109		10,349,550	2,803,357	655,286	6,317,378	
General Fund Expenditures										
D38 Purchased Services - SPED	150,000	-	-	-	0.00%	413,576	22,659	22,659	135,953	32.87%
Core Instructional Program	2,422,574	193,434	198,811	927,507	38.29%	2,508,426	209,036	206,618	967,790	38.58%
RTI	131,630	11,136	10,002	46,962	35.68%	147,125	8,244	11,869	53,766	36.54%
Federal Grants - Title II / ARRA	19,569	1,106	-	714	3.65%	39,860	1,106	-	-	0.00%
Gifted & Talented Program	16,668	701	589	2,492	14.95%	57,712	4,773	5,007	20,255	35.10%
Art Program	138,124	11,460	10,585	49,799	36.05%	110,304	9,309	8,218	39,656	35.95%
Drama	47,979	4,040	3,747	16,486	34.36%	50,610	4,259	3,942	19,354	38.24%
English Language Learners Program	50,473	4,164	4,239	18,042	35.75%	54,982	4,540	4,482	19,435	35.35%
Foreign Language Program	139,579	11,715	11,267	46,982	33.66%	97,918	8,210	7,860	33,085	33.79%
Physical Education Program	112,283	9,474	8,652	40,680	36.23%	117,106	9,859	9,275	41,849	35.74%
Fine Arts Program	252,476	21,281	19,626	86,299	34.18%	261,914	22,068	26,281	91,457	34.92%
Technology Education Program	286,632	23,994	21,015	105,713	36.88%	256,545	21,395	16,608	116,606	45.45%
Special Education Services	662,806	46,596	53,561	237,546	35.84%	625,548	52,129	39,907	192,906	30.84%
Cocurricular Activities - Coaching	37,891	3,158	5,280	20,479	54.05%	37,956	3,163	7,575	24,555	64.69%
Social Work Services	13,874	1,156	1,156	4,629	33.36%	14,321	1,193	1,193	4,781	33.38%
Counselor	33,900	2,858	1,364	12,198	35.98%	33,900	2,858	3,053	17,300	51.03%
Health Services	71,845	6,112	5,397	34,155	47.54%	67,758	5,713	5,013	22,944	33.86%
Psychologist	-	-	-	-	0.00%	-	-	-	-	0.00%
Curriculum	29,528	2,357	2,316	13,896	47.06%	32,941	2,641	2,396	14,424	43.79%
Testing & Assessment	56,512	5,076	2,862	36,652	64.86%	57,614	4,801	2,951	40,785	70.79%
Library Services	79,611	6,218	6,836	26,575	33.38%	88,426	7,469	7,473	30,341	34.31%
Athletic Director	40,592	3,438	3,437	19,475	47.98%	41,707	3,385	3,526	20,144	48.30%
Board of Education	200	17	-	122	61.00%	10,500	875	-	3,059	29.13%
General Administration	146,240	12,145	12,125	72,750	49.75%	104,807	8,317	11,617	24,347	23.23%
Legal Services, Audit Services, Fingerprinting	41,350	8,217	4,181	43,561	105.35%	36,225	3,019	3,462	27,525	75.98%
School Administration	585,777	48,644	48,179	278,497	47.54%	638,469	53,334	43,227	261,540	40.96%
Business Services	269,029	22,315	22,329	142,064	52.81%	299,652	24,971	24,390	171,765	57.32%
Building Operations & Services	593,285	48,078	34,234	223,123	37.61%	754,528	62,877	35,733	319,025	42.28%
Building Rentals - Trustee	949,718	79,143	78,519	476,293	50.15%	949,323	79,110	78,404	480,853	50.65%
Grounds Services	29,672	1,744	1,507	10,951	36.91%	30,976	2,581	4,233	12,287	39.67%
Communications & Marketing	9,131	761	827	5,277	57.79%	71,912	3,909	6,829	24,575	34.17%
Technology	174,334	14,528	12,100	68,393	39.23%	158,334	13,195	11,757	63,458	40.08%
Risk Management	61,968	5,164	601	30,880	49.83%	61,480	5,123	565	22,194	36.10%
	7,655,247	610,229	585,342	3,099,191	40.48%	8,232,454	666,121	616,121	3,318,011	40.30%
Revenue less Expenditures	1,814	17,087	60,168	845,356		0	20,139	39,165	882,271	
Ending Fund Balance - General Fund	1,793,376	1,734,417	2,636,918	2,117,096		2,137,235	2,999,370			
Ending Fund Balance - General Fund	1,793,376	1,734,417	2,636,918	2,117,096		2,137,235	2,999,370			
PRESCHOOL FUND										
Beginning Preschool Fund Balance										
Preschool Tuition & Fees	189,000	18,900	15,323	131,847	69.76%	213,134	21,313	19,922	175,181	82.19%
Total Fund Revenue + Beg Fund Balance	189,000	18,900	15,323	131,847	69.76%	213,134	21,313	19,922	175,181	82.19%
Preschool Instruction	189,000	17,550	14,771	64,101	33.92%	213,134	17,761	17,839	70,777	33.21%
Revenue Less Expenditures	-	1,350	552	67,746		-	3,552	2,083	104,403	
Fund Balance	-	1,350	552	67,746		-	3,552	2,083	104,403	

**MONUMENT ACADEMY
BALANCE SHEET
DECEMBER 31, 2019**

GENERAL FUND (FUND 11)

ASSETS

Petty Cash	\$	500
General Fund Checking -Integrity Bank		665,364
General Fund Money Market		1,327,931
Certificate of Deposit - FNB		638,445
Certificate of Deposit - Integrity Bank		517,130
Accounts Receivable		-

Total Assets	\$	<u>3,149,370</u>
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TOTAL ASSETS	\$	<u><u>3,149,370</u></u>
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LIABILITIES

Accounts Payable	150,000
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Total Liabilities	<u>150,000</u>
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FUND BALANCE	<u>2,999,370</u>
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TOTAL LIABILITIES AND FUND BALANCE	<u><u>\$ 3,149,370</u></u>
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ATTACHMENT "B"

Monument Academy Board Meeting Inputs

Principal's Report: January 9, 2020

Elementary School:

- Successful fire drill
- 504 meeting
- 2 student discipline procedures
- 1 parent meeting
- Painted with Sphero
- Native American dancers
- Participated in digital citizenship recording
- Lots of holiday parties

Middle School:

- Third middle school EAST (Extended Academic Support Time)
- Middle School Choir and Band Winter Concerts. Orchestra moved to this week due to snow day
- Middle School students competed in the VFW Patriot's Pen Essay contest. Two MA students secured the TOP 8th grade and TOP 7th grade essay out of 10 area schools, receiving a cash prize and certificate
- Accompanied 6 middle school students and 4 middle school teachers to a showroom tour to view school furniture options for out secondary schools
- Monthly Curriculum Committee meeting
- 5 middle school disciplinary action reports
- 2 Lead Teacher meetings and 2 Middle School Communication meetings
- Planned Second Semester Professional Development calendar with Instructional Coach
- Attended all 8th grade field trip to the ENT center for *Around the World in Eighty Days*
- Teacher field trip to the construction site of the Secondary School

Preschool:

- Held first-ever Preschool Holiday Program. The children performed traditional Holiday songs plus an original- *12 days of Preschool*, written by our Preschool Director, Mia Phillips
A very special thank you to MS Fine Arts for sharing the morning with us so we could have this program.
- Pajama and Hot Cocoa Day
- Tuition contracts for Level 1 preschool families were sent out
- Mesh netting was put up in the play area

Human Resources:

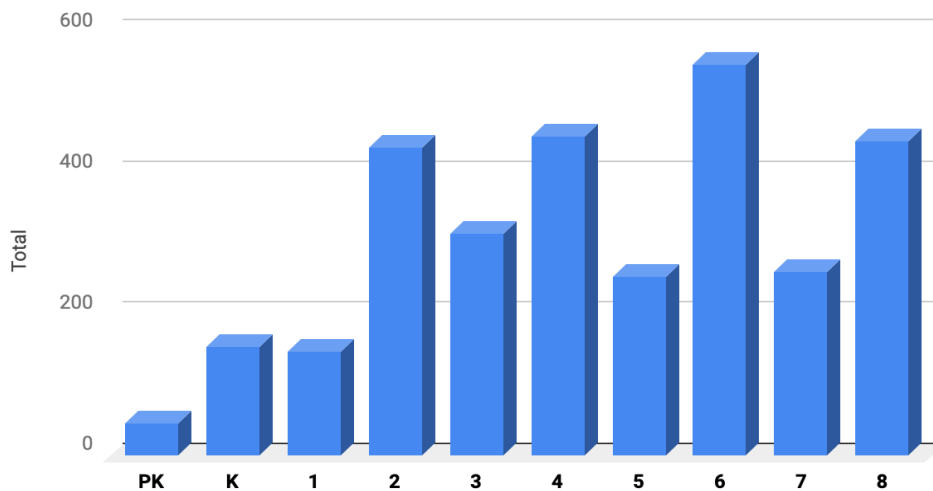
- Attended monthly Business Manager Network luncheon in Colorado Springs
- Met with Administration on 2019-2020 school hours status
- Met with Administration on draft 2020-2021 school calendar
- Admin Assistant processed monthly payroll and liabilities

Counseling: For Dec (~13 days).

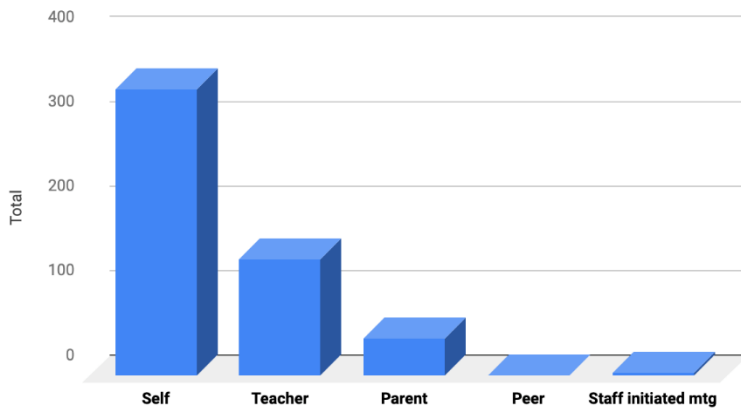
- **Notables stats for Dec 2019**
 - 0 suicide/threat assessments—down from 12 last November
 - 146 Students seen (group & individual)
 - 78 males; 68 females
 - 10 classroom guidance lessons conducted
 - 272 staff meetings/consultations
 - 36 parent meetings/consultations
 - 3 weekly counseling tips emailed
- **Top Issues for Dec**
 - Behavior
 - Academic support
 - Depression/sadness
 - Anxiety/stress
 - Family issues
- **Top grades seen in Dec**
 - 7th
 - 4th
 - 3rd
- **Upcoming Parent Education Nights**
 - Jan 29: Teen Trends with Deputy Josie Hague
 - Feb 26: College Funding with Mark DeBoard

The following charts reflect 1st semester data:

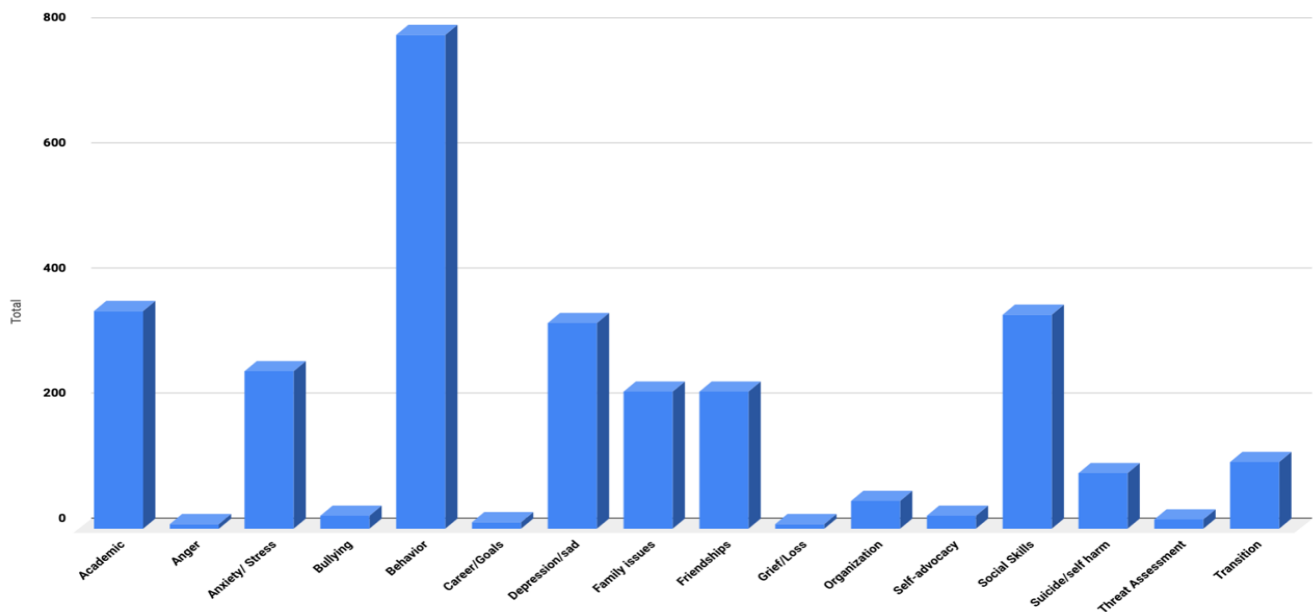
Students seen by grade



Referral sources



Reasons seen (year to date)



Assessments:

Allison Wise completed required training just prior to winter break and we recently fixed some WIDA software issues to ensure we could effectively administer the ACCESS assessments to our ELL students beginning this month. We appear to be all set.

We will begin administering NWEA Map Skills diagnostic assessments in classrooms this month and we are looking forward to the information these will provide across multiple subject areas.

CMAS isn't far away so we are beginning to compile and submit necessary information to ensure a smooth administration this spring.

Athletics:

Late Fall Programs:

- CCAL Boys Basketball

The boys won the CCAL Championship defeating CSCS 58 - 39 in a game that was very close until late in the 3rd period! Our boys were just too strong and deep, and eventually it showed as they pulled away late. This is the first CCAL Championship for our CCAL Boys Basketball team and we'd like to congratulate Coach Brock and the boys for a great accomplishment! I'd also like to note how impressed I am with the character of the coaching staffs and the kids from CSCS, they are always a pleasure to compete against.

It wasn't all good news though as the boys lost again to the coaches and parents just before winter break. Someday maybe they'll break this losing streak, but we aren't counting on it!

- **Jr. Lynx Boys Basketball**

The boys have struggled all season to earn a victory getting close on several occasions. Hard work finally paid off for the team as they won their season finale over Team "CK". Congratulations to Coach Owens and the boys!

- **CCAL Cheer**

The girls wrapped up their season cheering on our boys and I'd just like to say a quick thank you to Coach Thompson and the girls for the effort they put in to supporting our programs and our school!

Winter Programs:

- **CCAL Girls Basketball**

The CCAL Girls Basketball team opened their regular season with convincing victories over Atlas Prep and have a very busy game schedule over the next couple of weeks. We're looking forward to seeing how things unfold!

- **Jr. Lynx Girls Basketball**

The Jr. Lynx Girls Basketball team will play a combination of competitive YMCA games and CCAL C-Team games. We're looking forward to seeing how the extra games might add to the season!

ESS:

Students staffed off IEPs: **0 students**

Initial evaluations completed: **1 evaluation**

Initial evaluations requested/started: **0 evaluations**

Watchlist: **6 students**

Students qualifying for special education: **0 students**

Total ESS staff members: **15 staff**

- 1 Director of Exceptional Student Services
- 1 ESS teacher
 - 1 para receiving CO licensure & 1 acting teacher for middle school
- 1 OT
- 1 COTA
- 1 Tele-therapist SLP
- 1 Social Worker

- 7 paras
- 1 contracted school psychologist

Service Data:

Students with IEPs: 60 students (out of 895 K-8 = 6.7%)

Speech services: 25 students on IEPs, 0 students on RtI

Speech direct time: 2480 minutes/month

Speech indirect time: 325 minutes/month

Screeners: 0 completed

Occupational Therapy services: 22 students on IEPs, 1 student in MTSS

OT direct time: 1245 minutes/month

OT indirect time: 310 minutes/month

Motor Lab: 3 groups/day M-Th. for 30 min. per day, 4 days per week

General Education: push-in for support services as needed

Mental Health services: 20 students on an IEP, 5 students on 504

Social/Emotional Groups

Scheduled 1:1

MH direct time: 1260 minutes per month

MH indirect time: 300 minutes per month

ESS Academic service time:

Case load #1: 6-8

- 21 students: 45.25 hours/week (serviced through Reading Labs, Math Resource, and resource periods)

Case load #2: 4-5

- 14 students: 41.75 hours/week (serviced through Wilson reading groups, pull-out instruction, and push-in instruction)

Case load #3: K-3

- 14 students: 12 hours/week (serviced through pull-out and push-in services, Wilson and resource groups)

Speech case load:

- 11 students
 - Provided through tele-therapy

Technology:

- Kindergarten - Letter to Santa
- First Grade - Letter to Santa - Digital Storybook
- Second Grade - Greek Myth Character Digital Poster
- Second Grade - A Wish to be a Christmas Tree - Digital Art and Story
- Third Grade - Snowman Yourself - Seesaw Digital Photography and Art
- Third Grade - Intro to Keyboarding
- Fourth Grade - Winter in the Northern Hemisphere Activity - Geography
- Fifth Grade - Book Character Ugly Christmas Sweater Activity - Literacy
- 6th Grade Math - Digital Photos of Math Objects Scavenger Hunt - Math
- 6th Grade Art - Jackson Pollock Style Painting with Sphero Robots - Art
- Website - launched updated website
- IT Office - managed Google Chrome update resulting in "Aw Snap" error

Gifted & Talented:

- Began collecting supplies for projects - creating mini makerspace area
- Reviewed new GT files and identified 9 new students - 54 GT students in all as of 12/9
- 5th grade - poetry and problem solving in math
- 3rd grade - design thinking projects and math games (higher level thinking)
- 4th grade - passion projects
- 2nd grade - math challenges
- 1st grade - observations
- Middle school - focus on study skills, gave inventory and resources for weaker areas
- K - creative writing and math critical thinking

Instruction and Evaluation:

- Planned and attended PARA holiday party on December 11th.
- Completed 7 formal observations of elementary and middle school teachers.
- Completed 7 pre-conferences and 5 post conferences to discuss formal observations.
- Prepared information and set-up for Welcome Back Meeting on January 6th about MAP Skills for teachers in grades 3-8.
- Planned and completed the **Dare to Lead** all school book study on December 11th.
- Attended the curriculum committee meeting on December 4th.
- Continued observation and informal walk through observations of new teachers.
- Set up an observation day for an elementary para, conferenced with them afterwards, and created goals for second semester.

Director of Literacy and Intervention:

83 Students being serviced through the Literacy Dept.

- **Literacy**
 - 59 current READ plans
 - 14 new plans K-1 students
 - 6 students qualified for ESS

- 2 students Exited off READ plans
 - 5 MTSS plans
 - 1 New
 - 1 Exit
 - 19 K-5 students receiving Literacy Intervention (do not qualify for SRD)
 - 31 students on the Literacy “Watch” List-means we are watching their data along with the 83 other students in our program. (114 students being actively monitored through Dibels data)
 - 14 new READ plans will be completed by Friday, January 17th.
 - Weekly Friday morning meetings with reading interventionists
- **Intervention**
 - Providing intervention to 83 students (K-7) with 1 ¾ interventionists
 - 1 student less than the previous months
 - **Other**
 - Weekly staff meetings with Dean Richardson and co-hort
 - District meeting to identify new data management system
 - Conduct 1 504 meetings
 - PD Data Analysis of Dibels data for leaders
 - PD MOY Instructional Planning and Delivery for Leaders (ELAT)
 - Weekly meetings with Director of Instruction and Evaluation surrounding Data Driven Instruction
 - Bi-Weekly meeting with SIT Team

Facilities:

- Disposed of facilities shed that were destroyed during snow/wind storm.
- Cleaned nature trail of debris and repair handrail that was damaged. **12/02**
- Moved all contents from destroyed facilities shed and relocated.
- Organized and bagged lost and found items. MA items bagged separately and given to PTO Uniform Coordinator.
- Disposed of broken furniture on preschool playground.
- Assisted lunchroom paras with cleaning tables, taking out trash and cleaning up at the end of each day. Sub for Lunchroom PARAs in lunchroom during lunch periods throughout the month of Dec.
- Assisted night crew staff with disinfecting rooms and deep cleaning all bathrooms.
- Removed all trash and dispose of daily. Sweep, mop, and vacuum all levels on scheduled days.
- Cleaned out facilities office and organize.
- Walked property to check for trash and debris after the snow/wind storm. **12/2**
- Traveled to Grace Best to pick up Rome Day props. Delivered and set up Rome Day columns.
- Set up MPR for 9th grade informational meeting “taco night” **12/5**
- Cleaned up MPR after “taco night” and assist with table set up for Rome Day **12/6**
- Met with Woodmoor Water for backflow inspection. **12/10**
- Met with Elevator Inspector **12/4**
- Received delivery and set up Fire King file cabinet for Karen Michaels. **12/4**
- Received delivery and assembled kidney table for kindergarten. **12/5**

- Received delivery of instruments for band director. **12/02**
- Ordered and received cleaning supplies and toiletries weekly for the building throughout the month of December.
 - Washed walls on all levels throughout the month of Dec.
 - Deep cleaned MPR entry way. Scrubbed walls, wiped down metal doors and cleaned window sills.
 - Set up stage, riser and curtains for Choir concert **12/10**
 - Took down curtains and risers after Choir concert. Took stage equipment and reset for Band Concerts and set up chairs. **12/11**
 - Assisted with craft fair set up and clean up. **12/13**
 - Replaced soap dispenser lower level outside boys' bathroom.
 - Loaded Thanksgiving play decor and take it to Grace Best.
 - Disinfected and cleaned out trash cans in lunchroom.
 - Cleaned and serviced all vacuum cleaners.
 - Met with contractor to replace air filters in the building. **12/12**
 - Met with contractor for roof leaks.
 - Met with contractor about intercoms. Contractors installed new intercom system.
 - Started installing black tarp around preschool playground fence.
 - Cut, painted, and installed plywood in gym for install pegboard and pull up bars.
 - Assembled new trophy case in main hall.
 - Wiped down existing trophy cases in main hallway.
 - Deep cleaned/wiped down and dusted all bathrooms and common areas during Christmas break.
 - Contracted carpet cleaning through school during the Christmas break.
 - Contracted rental of scissors-lift for contractors to install an intercom system.
 - Sanded down and pain dry wall in main hallway.
 - Performed paint touch up outside library and MPR/GYM.
 - Cleaned up after contractors in library and throughout hallways.
 - Cleaned and organized lost and found.
 - Deep cleaned MPR and Gym over Christmas Break.
 - Deep cleaned main entryway and cleaned all windows inside and out surrounding main entryway.
 - Cleaned outside windows in preschool playground

Registrar:

GRADE	Total Enrolled	FTE
	2019-2020	2019-2020
PRE-SCHOOL		
Ps-3	15	
Pre-K	50	
Total Preschool	65	NA
KINDERGARTEN		
K-1/2	24	
K-Full Day	57	
Total Kinder	81	70.92
ELEMENTARY		
1	83	
2	97	
3	95	
4	99	
5	107	
Total Elementary	481	481
MIDDLE SCHOOL		
	104	
7	111	
8	118	
Total Middle School	333	333
Total FTE		884.92