

MONUMENT ACADEMY
“A Charter School, a Public School of Choice”
BOARD OF DIRECTORS REGULAR MEETING
Lab Room 312
March 12, 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.*

6:00 p.m. PRIOR TO THE START OF THE MEETING, THE MONUMENT ACADEMY BOARD WILL ENJOY A PERFORMANCE BY THE MA JAZZ BAND AT THE SPRING BAND CONCERT

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

Mark McWilliams called the meeting to order at 6:20 p.m.

Board Members Present:

Melanie Strop

Mike Molsen

Mark McWilliams

Susan Byrd

Megghan St. Aubyn

Other's Present:

Marc Brocklehurst

Charles Richardson

Julie Seymour

Christianna Herrera

Tiffiney Upchurch, D38 Board Representative

Absent:

Chris Dole

Quorum Declared.

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

No citizens signed up to comment on the agenda.

C. ADDITIONS TO/APPROVAL OF AGENDA

Mrs. Byrd motioned to discuss a conflict with the May meeting. Mrs. Strop seconded.

Mr. Molsen motioned to approve the agenda with the change to add a discussion about the May meeting date to the agenda. Mrs. Byrd seconded and the motion passed unanimously.

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

There were no citizen comments on the agenda.

E. BUSINESS

1. Treasurer's Report: Marc Brocklehurst, CPA

Mr. Brocklehurst presented the February 2020 Financial Reports to the Board. He then explained a new graph that was included in the report which gives the Board a visual on where MA is over/under/at budget.

Mrs. St. Aubyn asked about the October count being lower than projected. Mr. Brocklehurst stated that MA has less students than originally planned on when the budget was approved in April 2019.

Mrs. St. Aubyn clarified that this was due to MA having open seats and it was confirmed this is the case.

The Treasurer's Report is included to the minutes as "Attachment A".

2. Elementary Principal's Report: Principal Richardson

Mr. Richardson stated that both he and Principal Seymour have been conducting personnel budget meetings in planning for the 2020-21 school year. He has met with the Librarian to plan changes that will take place to refocus the Primary MA Campus Library to Elementary students. Mr. Richardson stated that the computer lab that is currently located in the Library will move to its own room.

Mr. Richardson highlighted the special education department Lead Teacher, Jessica Coote. He stated that the special education department has 63 students (7% of total MA students) on IEP, 25 in speech services, 22 students receiving occupational therapy services, 20 mental health students, and 5 students on 504 Plans. Mr. Richardson recognized Ms. Jessica Coote and her department for the work that they do.

Mr. Molsen commented on his personal expense with this department and commended them for their excellent work.

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

3. Middle School Principal's Report: Principal Seymour

Mrs. Seymour stated that she attended the curriculum committee meeting. The committee is working on framework checklists for teachers to use to analyze curriculum vs framework. She conducted Spring teacher evaluations. She had two meetings to finalize furniture choices for the new school. She held one EAST session and had one disciplinary action report for middle school. The Middle School held a "Sneak Peak" for 5th grade students moving up to 6th grade and Mrs. Seymour commented on the excitement she observed surrounding the upcoming school year.

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

4. COO Report: Mrs. Herrera

Mrs. Herrera thanked Board for their time and leadership. She thanked the IT department and Administration for their work on the Pandemic Plan being presented tonight. The plan includes an E-Learning option and the IT department has been very responsive to implementing this program.

Dr. Somers contacted Mrs. Herrera this afternoon about a District wide communication that went out this evening. The MA pandemic plan indicates that MA will cooperate with District 38 decisions. The Board will vote on the Pandemic Plan during Board Discussion/Actions portion of the meeting.

Mrs. Herrera read the e-mail from Dr. Somers:

"Starting Monday, March 16, D38 will join El Paso County school districts in closing all school facilities for a period of 14 days.

This action is an attempt to slow the spread of infection. The closure will be from March 16 through March 27. This includes our scheduled spring break. We will continue to assess the situation and decide if students and staff should return on March 30."

Mrs. Strop asked if MA will get a waiver from the State for contact days. Mrs. Herrera said MA will get a waiver for the week before Spring Break, but if the closure extends after Spring Break, MA will need to begin the E-Learning option. Mr. Molsen asked a follow-up question on snow days. Mrs. Herrera said the District will also need a waiver and MA will be covered under the District's waiver.

Mrs. Herrera emphasized that the District is making this decision not because there are confirmed cases in our schools, but to give the time to deep clean the schools and give the virus a chance to die. She stated that teachers and staff will be paid normally.

5. Curriculum Committee Update: Susan Byrd

Mrs. Byrd met with Mrs. Seymour last week to learn what the committee is doing. Mrs. Byrd was very impressed with the way the committee and staff is ensuring that the curriculum matches what MA believes as a school and also taking into account what the State is asking of MA. She feels like the team is doing a good job making sure there are no holes in skills or content.

6. SAAC Update

Mr. McWilliams read an update from Mr. Dole:

"Last SAAC Meeting was February 24th

Mid year survey analysis was completed and a review of the results will be presented to the Board at the April Board meeting.

The committee started its review of Monument Academy with respect to The Family-School-Community National Standards. That review is expected to be completed next Monday during the March 16th SAAC committee meeting with results to be given to the Board for the April Board meeting. Additionally during the March 16th meeting the committee will discuss the end-of-year survey.

SAAC has the responsibility of reviewing the UIP (Uniform Improvement Plan) once finalized by the senior management. The UIP is due to the district mid April. SAAC anticipates holding its April meeting on April 6th to conduct its UIP review prior to the submission deadline to the district. A review of the committee's analysis of the UIP will be given to the board for the April Board meeting."

**Note: At the time of approval of the March meeting minutes the dates reported at the March 12, 2020 meeting have been postponed indefinitely due to the COVID-19 closure of schools in Colorado.*

7. Construction Update: Melanie Strop

Mrs. Strop reported that the contingency fund is still in tact. However, there may be a delay on material due to tariffs and the shut-down of China. Because this is a commercial project she is not able to reselect materials.

Mr. Molsen asked if JHL is responsible for procuring the materials. Mrs. Strop stated that it is their responsibility and due to budget they cannot make changes.

Mr. McWilliams added that there could be other potential delays due to labor if schools are shut down. Mr. McWilliams asked Mrs. Herrera to look into how MA would be able to accommodate students at the beginning of the school year if delays cause the new building to not be open in time.

8. Discuss/Schedule upcoming Board Member election

Mr. McWilliams would like the Board election to begin in April. Mrs. Byrd added that the MA community needs to vote in two new Board members in May. She would like the MA community know now that there are open positions and send questions to potential candidates in April. Mid-April she would like the Board to meet with potential members and do a short interview. In May Mrs. Byrd suggests the Board hold a panel to ask potential candidates questions as was done for the previous election in 2019.

Mr. McWilliams stated that he likes the idea of beginning the process in early-April and using a general questionnaire that can be put out to the community. He suggests that more than an

interview, the Board would like to offer the opportunity for potential Board members to ask questions about the position. Discussion continued on the process.

Mr. McWilliams tasked Mrs. Byrd with discovery on the best way to run the vote. Mr. Molsen volunteered to look into the technical options.

9. May Board Meeting Date

Mrs. St. Aubyn motioned to change May meeting to Monday, May 11, 2020. Mrs. Strop seconded and the motion passed unanimously.

A conflict was discovered with this date. Discussion ensued.

Mr. Molsen motioned to move the meeting to May 6, 2020. Mrs. Strop seconded and the new motion passed unanimously.

F. ITEMS REQUIRING BOARD DISCUSSION/ACTION:

1. Discuss/Approve MA Uniform & Dress Code Policy for 2020-2021

Mr. McWilliams opened discussion for the Uniform & Dress Code Policy.

Mrs. St. Aubyn raised the question about the wording for "layered clothing." Mrs. Seymour stated this was added based on the suggestion made at the last meeting. Discussion continued on this wording and it was decided that the wording be changed to "costumes only to be worn with permission."

Mrs. St. Aubyn asked for clarification on what a "novelty headband" was and Mrs. Seymour stated that this wording has always been in the dress code policy.

Mr. Strop motioned to approve the policies as written with the exception to the change in wording for consumes as discussed. Mrs. Byrd seconded and the motion carried unanimously.

2. Discuss/Approve giving hiring authority to MA Administration to begin staffing for 2020-2021

Mrs. Herrera stated that the reason this item is on the agenda is because the budget has not yet been approved for 2020-2021. Board approval of this item would allow the Administration authority to hire before the budget has been approved. She stated that it is a huge disadvantage to wait to hire as this is "hiring season" for education.

Mrs. Strop asked how many employees MA is looking to hire at the high school level. Mrs. Herrera stated that MA will hire seven new teachers for the high school and middle school levels, five new employees at the elementary level, and two support positions. They will also hire two Assistant Principals. She stated she will not hire a teacher without a class being full.

Mr. Molsen motioned to give authority to MA Administration to begin staffing for the 2020-2021 school year. Mrs. Strop seconded and then motion carried unanimously.

3. Discuss/Approve MA Pandemic Readiness & Operations Plan

Mr. McWilliams commended Mrs. Herrera for building the Pandemic Readiness and Operations Plan before it was needed and he feels it gives the Board flexibility to make decisions that are good for MA and follow District 38 but allows MA to deviate as necessary. Mr. McWilliams stated that the plan was extremely thorough. Mrs. Herrera thanked D38 and Dr. Somers for the cooperation and shared information, in addition to other District leaders across Colorado.

Mr. McWilliams asked Mrs. Herrera to present options on offsite learning. Mrs. Herrera stated that the extra week off will allow time for teachers to be trained on E-Learning. She noted that she has enjoyed working with the team at MA because they are very professional and responsive.

Mrs. Herrera stated that the E-Learning Plan would be approved through approving the Pandemic Readiness Plan and would also extend the option of E-Learning to future snow days. She stated the E-Learning plan includes how to take attendance, teacher's office hours, and how to give instruction. This will be fine tuned during the week off.

Mr. Molsen asked if other schools in Colorado use this option and Mrs. Herrera stated that there are several. He asked a follow up question on internet access and Mrs. Herrera stated this will be something administration will need to put out a survey about and follow-up on for students without internet access. She stated this will be an easy transition for MA Middle School students as they already have a school issued an iPad. She stated that because the Elementary students do not have a school device assigned to them, MA will need to reach out and discover who does not have access at home and then problem solve to ensure every student has access to materials.

Mrs. Strop asked about the amount of screen time students will have due to E-Learning. Mrs. Herrera stated there will be assignments that will need to be done off-line and submitted.

Mrs. St. Aubyn asked how the Elementary students will be instructed for E-Learning. Mr. Richardson answered that the primary platform used for Elementary level will be SeeSaw as students are already familiar with using this site.

Mr. Molsen motioned to approve the MA Pandemic Readiness & Operations Plan as presented by Mrs. Herrera. Mrs. St. Aubyn seconded and the motion carried unanimously.

4. Discussion/Approve 3% Raise and Bonus for existing staff

Mr. McWilliams opened the discussion about a 3% raise and "One-Time payment" for existing staff.

Mrs. St. Aubyn asked for explanation on the 3% raise and how the finance committee arrived at this number as well as the one-time payment option. Mr. Brocklehurst stated that this is the standard that has been given in years past. Mrs. Herrera stated the state normally includes the PPR by 3% each year which gives MA the money to give the raise. She said they are also accounting for a 1.8% increase in inflation. Mr. McWilliams stated that the one-time payment is something new they are proposing for teachers and staff this year and is planned for \$1,000 each.

Mrs. St. Aubyn asked if a one-time payment could be tied to performance and Mr. McWilliams stated that this year he believes the staff has performed above and beyond with the beginning of the school year being unusual by having no Executive Director or Principal in leadership.

Mrs. Strop stated there are 93 employees receiving the payment, less Mrs. Herrera. Mrs. Herrera stated that instead of scaling it to length of employment or performance the finance committee believed the best thing to do would be to give a thank you to all employees because it took everyone, no matter their pay level, to achieve the excellent results during a difficult season.

Mr. Molsen asked why the raise is being limited to 3% since MA is behind other school districts in pay. Mr. Brocklehurst stated that 3% is the maximum safe amount that can be added to the budget at this time. Mrs. Strop stated that there are guidelines for the cash-on-hand MA must keep at all times.

Mr. McWilliams stated that MA will support the upcoming MLO being presented by the District. Mrs. St. Aubyn clarified with Mrs. Upchurch, D38 Board Representative, that Monument Academy will be included in any upcoming MLO and it was confirmed that MA would be included.

Mr. Molsen asked for clarification on if money received from an MLO is at the discretionary use of each school. Mrs. Herrera stated that MA can use the funds as needed in keeping within the guidelines of the MLO. Mrs. Strop asked what percentage of the MLO MA would receive and Mrs. Herrera stated that this has already been voted on by the State. Mrs. Upchurch stated that it was on the upcoming District 38 Board Agenda to further discuss the plan for a future MLO. She stated that

the percentage each school receives from the MLO is equal to the percentage of students the school has in the District.

Mr. Molsen stated that it is the Board's desire to attract and keep the best teachers and would like to see more than a 3% raise in the future. Mrs. St. Aubyn added that she would like to see an investigation of a pay-for-performance based system for the future.

Mr. Molsen motioned to approve a 3% raise and one-time payment to for all existing staff at Monument Academy. Mrs. Strop seconded and the motion carried unanimously.

G. CONSENT AGENDA:

1. Approve minutes from February 13, 2020 meeting

Mrs. Strop motioned to approve the minutes from the February 13, 2020 meeting. Mr. Molsen seconded and the motion carried unanimously.

H. ADJOURNMENT

Mrs. St. Aubyn motioned to adjourn the meeting. Mrs. Strop seconded and the motion carried unanimously. The meeting was adjourned at 7:44 p.m.

Treasurer's Report

February 29, 2020

Revenue through February 29, 2020 for the 2019/2020 School Year

Revenue for the month ended and eight months ended February 29, 2020 was \$594,887 and \$5,525,454, respectively. This is 67.12% of budgeted revenue compared to a monthly budgeted amount of \$686,261 and a run rate of 66.67%. Budget variances are due to the following: The Per Pupil Revenue adjustment for the 19/20 school year was implemented this month. The downward adjustment is due to the lower October count.

Expenses through February 29, 2020 for the 2019/2020 School Year

Expenses for the month ended and eight months ended February 29, 2020, were \$606,558 and \$4,578,496, respectively, which equated to 55.62% of budgeted expenses, compared to a monthly budgeted amount of \$669,979 and a run rate of 66.67%. Monthly expenses were lower than budgeted for Core Instructional Program, SPED, and Building Operations. Expenditures for the same periods last year were \$593,839 and \$4,269,630.

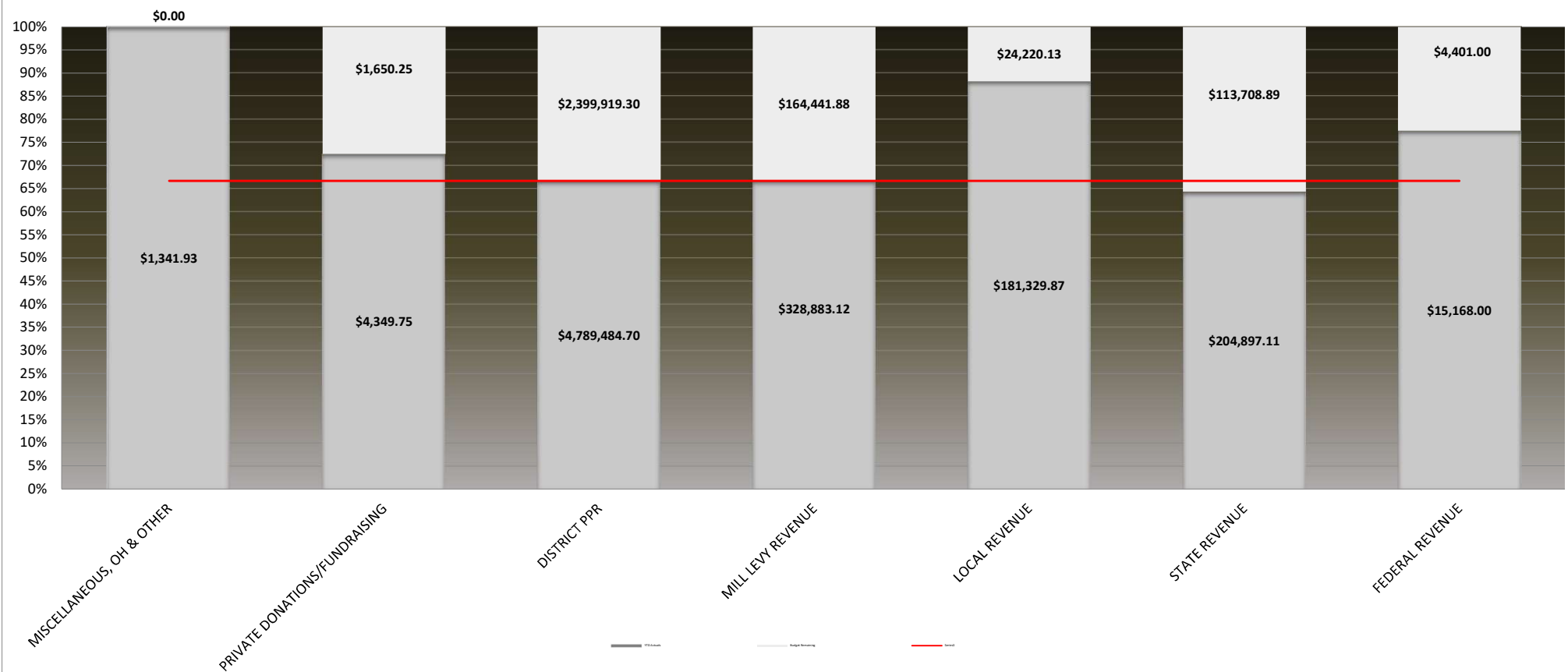
Net Income (Loss)

Net (loss) income for the month ended and eight months ended February 29, 2020 was \$(11,671) and \$946,959, respectively. Budgeted net income for the month ended February 29, 2020 was \$16,281. Net income was \$927,312 for the same period last year.

Respectfully submitted,

Melanie Strop

FY 2019-2020 Budget vs Actuals for Revenue (919) February 29, 2020

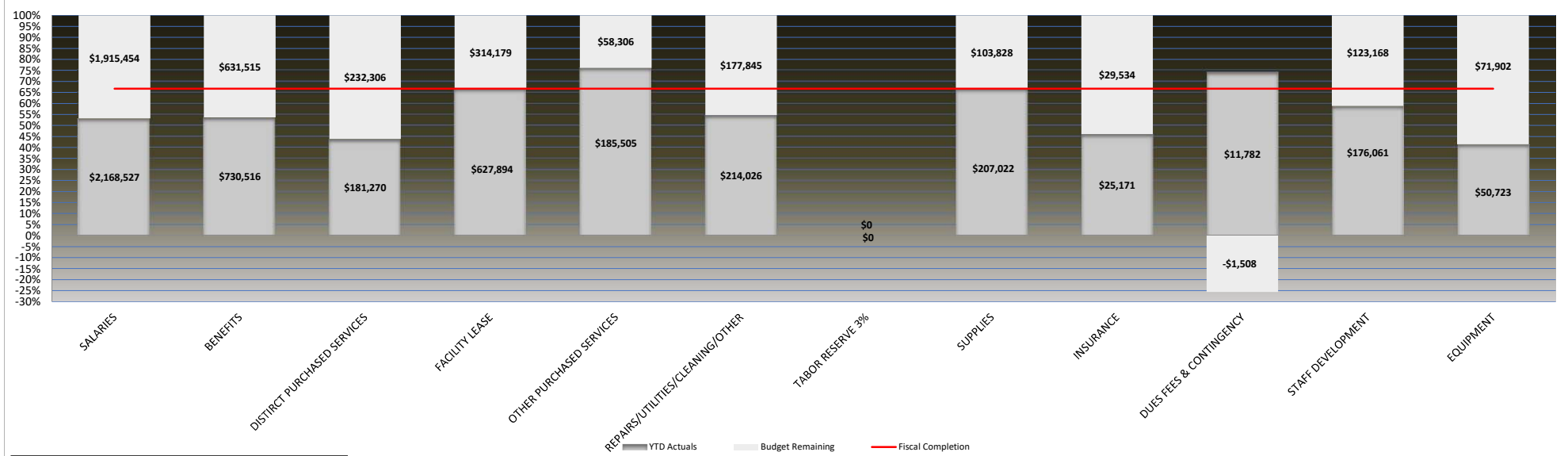


* A negative amount is the amount over budget

Account Description	Adjusted Budget	YTD Actuals	Budget Remaining	% Remaining	Fiscal Completion
MISCELLANEOUS, OH & OTHER	\$0.00	\$1,341.93	\$0.00	0%	67%
PRIVATE DONATIONS/FUNDRAISING	\$6,000.00	\$4,349.75	\$1,650.25	28%	67%
DISTRICT PPR	\$7,189,404.00	\$4,789,484.70	\$2,399,919.30	33%	67%
MILL LEVY REVENUE	\$493,325.00	\$328,883.12	\$164,441.88	33%	67%
LOCAL REVENUE	\$205,550.00	\$181,329.87	\$24,220.13	12%	67%
STATE REVENUE	\$318,606.00	\$204,897.11	\$113,708.89	36%	67%
FEDERAL REVENUE	\$19,569.00	\$15,168.00	\$4,401.00	22%	67%
TOTAL REVENUES ALL FUNDS	\$8,232,454.00	\$5,525,454.48	\$2,706,999.52	33%	67%

Current Month	02/29/20	8
Fiscal Year Begins	07/01/19	1
Fiscal Year Ends	06/30/20	12
Fiscal Completion		67%

FY 2019-2020 Budget vs Actuals for Expenditure (919) February 29, 2020



* A negative amount is the amount over budget

Account Description	Adjusted Budget	YTD Actuals	Budget Remaining	% Remaining	Fiscal Completion
SALARIES	\$4,083,981	\$2,168,527	\$1,915,454	47%	67%
BENEFITS	\$1,362,031	\$730,516	\$631,515	46%	67%
DISTRICT PURCHASED SERVICES	\$413,576	\$181,270	\$232,306	56%	67%
FACILITY LEASE	\$942,073	\$627,894	\$314,179	33%	67%
OTHER PURCHASED SERVICES	\$243,811	\$185,505	\$58,306	24%	67%
REPAIRS/UTILITIES/CLEANING/OTHER	\$391,871	\$214,026	\$177,845	45%	67%
TABOR RESERVE 3%	\$0	\$0	\$0	0%	67%
SUPPLIES	\$310,850	\$207,022	\$103,828	33%	67%
INSURANCE	\$54,705	\$25,171	\$29,534	54%	67%
DUES FEES & CONTINGENCY	\$7,702	\$11,782	-\$4,079	-53%	67%
STAFF DEVELOPMENT	\$299,229	\$176,061	\$123,168	41%	67%
EQUIPMENT	\$122,625	\$50,723	\$71,902	59%	67%
TOTAL EXPENDITURES FOR ALL FUNDS	\$8,232,454	\$4,578,495	\$3,653,959	44%	67%

Current Month	02/29/20	8
Fiscal Year Begins	07/01/19	1
Fiscal Year Ends	06/30/20	12
Fiscal Completion		67%

ATTACHMENT "A"

**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	-	-	-	-	0.00%	493,325	41,110	41,110	328,883	66.67%
Per Pupil Revenue	7,003,461	583,622	572,243	4,696,613	67.06%	7,189,404	599,117	529,429	4,789,485	66.52%
Full Day Kindergarten Tuition	106,000	10,600	9,802	90,718	85.58%	-	-	-	190	#DIV/0!
Investment Interest	24,350	2,029	943	15,919	65.38%	24,350	2,029	1,364	20,719	85.09%
Preschool - Fees								(400)		
Donations - General	6,500	650	40	6,270	96.46%	6,000	500	988	4,350	72.50%
Academic Fees (Includes Tech Fees 18/19)	179,000	2,870	905	172,369	96.30%	179,000	14,917	1,590	160,373	89.59%
State Grants - GT / Cap Construction / READ / ELPA	314,615	26,218	22,201	198,547	63.11%	318,606	26,773	20,807	204,897	64.31%
Federal Grants - Title II & IV - Impact Aid	19,569	1,214	3,409	16,711	85.40%	19,569	1,631	-	15,168	77.51%
Building Use Income	1,366	114	250	250	0.00%	-	-	-	45	0.00%
Erate Reimbursement	2,200	-	-	(455)	-20.68%	2,200	183	-	3	0.14%
Miscellaneous Revenue	-	-	-	-	0.00%	-	-	-	1,342	0.00%
Total Revenue - All Sources	7,657,061	627,317	609,793	5,196,942	67.87%	8,232,454	686,261	594,887	5,525,454	67.12%
Total Revenue and Beg Fund Balance	9,448,623	2,344,647	2,401,355	6,988,504		10,349,550	2,803,357	594,887	7,642,550	
General Fund Expenditures										
D38 Purchased Services - SPED	150,000	-	-	-	0.00%	413,576	22,659	22,659	181,270	43.83%
Core Instructional Program	2,422,574	193,454	192,544	1,301,552	53.73%	2,508,426	209,035	184,307	1,343,069	53.54%
RTI	131,630	11,136	10,002	67,075	50.96%	147,125	12,344	11,708	77,181	52.46%
Federal Grants - Title II / ARRA	19,569	1,631	-	7,791	39.81%	39,860	1,106	15,168	15,168	38.05%
Gifted & Talented Program	16,668	701	589	3,670	22.02%	57,712	4,809	5,032	30,273	52.46%
Art Program	138,124	11,460	8,255	76,964	55.72%	110,304	9,192	8,029	55,931	50.71%
Drama	47,979	4,040	3,747	23,981	49.98%	50,610	4,218	3,967	27,287	53.92%
English Language Learners Program	50,473	4,164	4,128	26,298	52.10%	54,982	4,582	4,482	28,398	51.65%
Foreign Language Program	139,579	11,715	11,213	69,408	49.73%	97,918	8,210	7,885	48,855	49.89%
Physical Education Program	112,283	9,474	8,652	57,983	51.64%	117,106	9,859	8,554	58,958	50.35%
Fine Arts Program	252,476	21,281	19,438	124,886	49.46%	261,914	22,068	19,919	130,952	50.00%
Technology Education Program	286,632	23,994	19,860	145,732	50.84%	256,544	21,379	15,999	148,604	57.93%
Special Education Services	662,806	46,596	59,608	340,929	51.44%	625,547	50,713	40,552	276,848	44.26%
Cocurricular Activities - Coaching	37,891	3,158	3,344	25,290	66.74%	37,957	3,163	3,351	27,906	73.52%
Social Work Services	13,874	1,156	1,156	6,940	50.02%	14,320	1,193	1,193	7,168	50.05%
Counselor	33,900	2,858	1,779	13,754	40.57%	33,900	2,858	(1,564)	17,564	51.81%
Health Services	71,845	6,112	5,383	44,694	62.21%	67,758	5,713	4,508	31,295	46.19%
Curriculum	29,528	2,357	2,316	18,527	62.74%	32,941	2,641	2,396	19,217	58.34%
Testing & Assessment	56,512	5,076	2,862	42,375	74.98%	57,615	4,801	2,951	46,686	81.03%
Library Services	79,611	6,218	7,195	40,570	50.96%	88,426	7,369	6,607	48,544	54.90%
Athletic Director	40,592	3,438	3,437	26,348	64.91%	41,708	3,476	3,526	27,197	65.21%
Board of Education	200	17	-	122	61.00%	10,500	875	-	3,059	29.13%
General Administration	146,240	12,145	12,125	97,000	66.33%	104,807	8,734	11,617	47,682	45.49%
Legal Services, Audit Services, Fingerprinting	41,350	1,667	4,455	53,141	128.52%	36,225	3,019	1,230	29,973	82.74%
School Administration	585,777	48,644	47,017	371,920	63.49%	638,468	53,334	56,924	384,448	60.21%
Business Services	269,029	22,315	22,821	191,643	71.24%	299,650	24,971	25,304	228,164	76.14%
Building Operations & Services	593,285	48,078	47,303	308,552	52.01%	754,528	61,657	45,657	436,376	57.83%
Building Rentals - Trustee	949,718	79,143	78,487	634,171	66.77%	949,323	79,110	78,371	638,594	67.27%
Grounds Services	29,672	1,744	6,753	17,794	59.97%	30,976	2,581	2,109	17,213	55.57%
Communications & Marketing	10,945	912	-	5,277	48.21%	71,912	5,993	6,985	38,360	53.34%
Technology	174,334	14,528	8,772	88,204	50.59%	158,334	13,195	6,548	77,264	48.80%
Risk Management	61,968	5,164	598	37,039	59.77%	61,480	5,123	583	28,993	47.16%
	7,657,061	604,375	593,839	4,269,630	55.76%	8,232,454	669,979	606,558	4,578,496	55.62%
Revenue less Expenditures	0	22,941	15,954	927,312		(0)	16,281	(11,671)	946,959	
Ending Fund Balance - General Fund	1,791,562	1,740,271		2,718,878		2,117,096	2,133,377		3,064,058	
PRESCCHOOL FUND										
Beginning Preschool Fund Balance										
Preschool Tuition & Fees	189,000	18,900	17,314	166,214	87.94%	213,134	21,313	24,571	222,511	104.40%
Total Fund Revenue + Beg Fund Balance	189,000	18,900	17,314	166,214	87.94%	213,134	21,313	24,571	222,511	104.40%
Preschool Instruction	189,000	15,719	14,895	94,490	49.99%	208,134	17,345	19,611	107,661	51.73%
Revenue Less Expenditures	-	3,181	2,419	71,724		5,000	3,969	4,961	114,849	
Fund Balance	-	3,181	2,419	71,724		5,000	3,969	4,961	114,849	

Monument Academy Board Meeting Inputs

Principals' Report: March 12, 2020

Elementary School:

- Personnel budget meetings
- 6 school/library visits
- Successful fire drill
- 2 parent meetings
- 1st grade field trip to Discovery Center
- 2nd grade Pioneer Day
- 5 Disciplinary Actions written
- UIP meeting
- School Spelling Bee
- E-Learning process in event of closure
- 8 classroom observations

Middle School:

- Curriculum Committee- committee members creating subject matter Framework Checklists for use in analyzing current curriculum
- 5 spring Teacher Evaluations and post meetings- process is ongoing through end of year
- 2 Meetings with *OfficeScapes* to finalize furniture choices for new school
- 4 parent meetings
- 1 middle school disciplinary action report
- 6th graders participated in the annual spelling bee
- 1 E.A.S.T. session (Extended Academic Support Time)
- 2 Houses volunteered with elementary Pioneer and International Days
- Winter Formal for 7th and 8th grade students at *The Historic Pinecrest* in Palmer Lake
- 3 Intramural competitions between Houses
- Successful 6th grade "Sneak Peek" for rising 5th graders
- Speech and Debate Club- successful year with many awards won by Monument Academy students

Preschool:

- The application to expand our licensed capacity for the 2020-21 school year has been sent to the Colorado Office of Early Childhood. We are hoping to increase our capacity by 40 preschoolers.

Human Resources:

- Finalized 20-21 calendar and obtained Board approval, emailed to staff and parents and posted on MA website
- Met with Admin team to discuss contact hour strategies for remainder of 19-20 due to snow days
- Met with Admin team to review potential job openings and new positions for 20-21

- Strategized with Admin Assistant on timeline for recruiting and hiring, posting jobs, job descriptions
- Met with Trina Maull from the League to discuss recruitment strategies for 20-21
- Met with Insurance and CIGNA representatives for mid-year plan review
- Attended furniture meeting for new campus with furniture rep
- Completed ACA report and mailed ACA forms to IRS
- Admin Assistant processed monthly payroll and liabilities, mailed and distributed ACA forms to employees

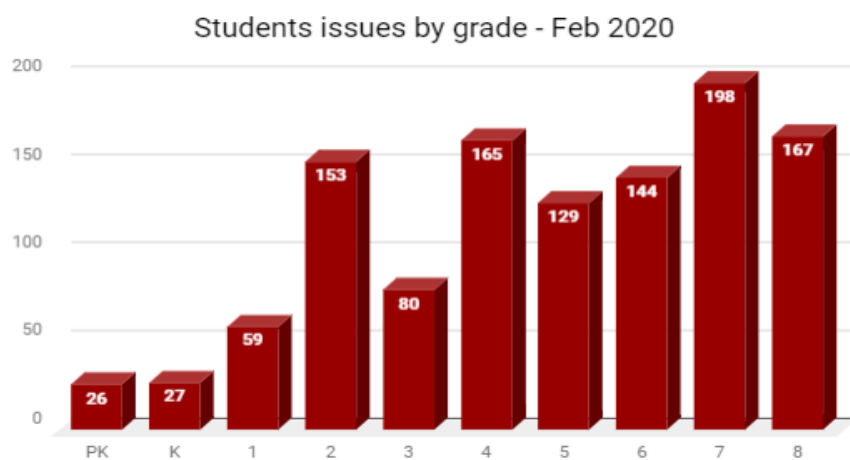
Counseling:

Notables stats for Feb 2020

- 2 suicide/threat assessments
- 25 Classroom guidance lessons conducted
- 709 staff meetings/consultations
- 180 parent meetings/consultations
- 4 weekly counseling tips emailed

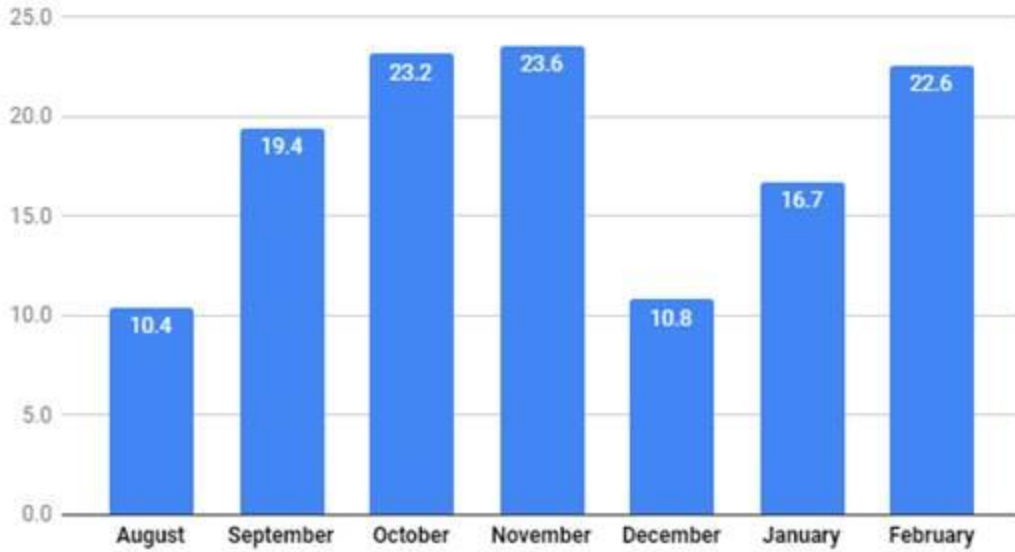
Top Issues for February

1. Behavior- accounted for 26% of all issues
2. Academic support (22%)
3. Depression/sadness (15%)
4. Friendship issues (7%)
5. Anxiety/stress (5%)
6. Family issues (4%)

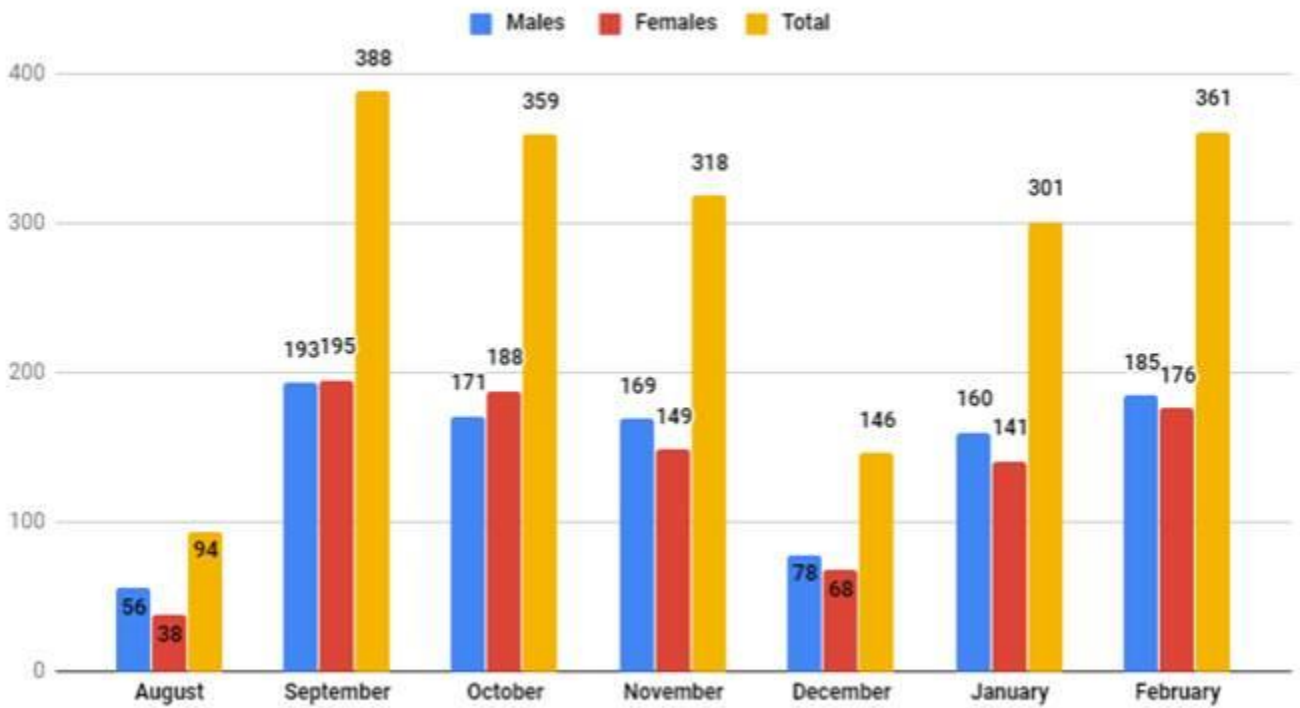


The following charts reflect data from Aug 2019 through Feb 2020

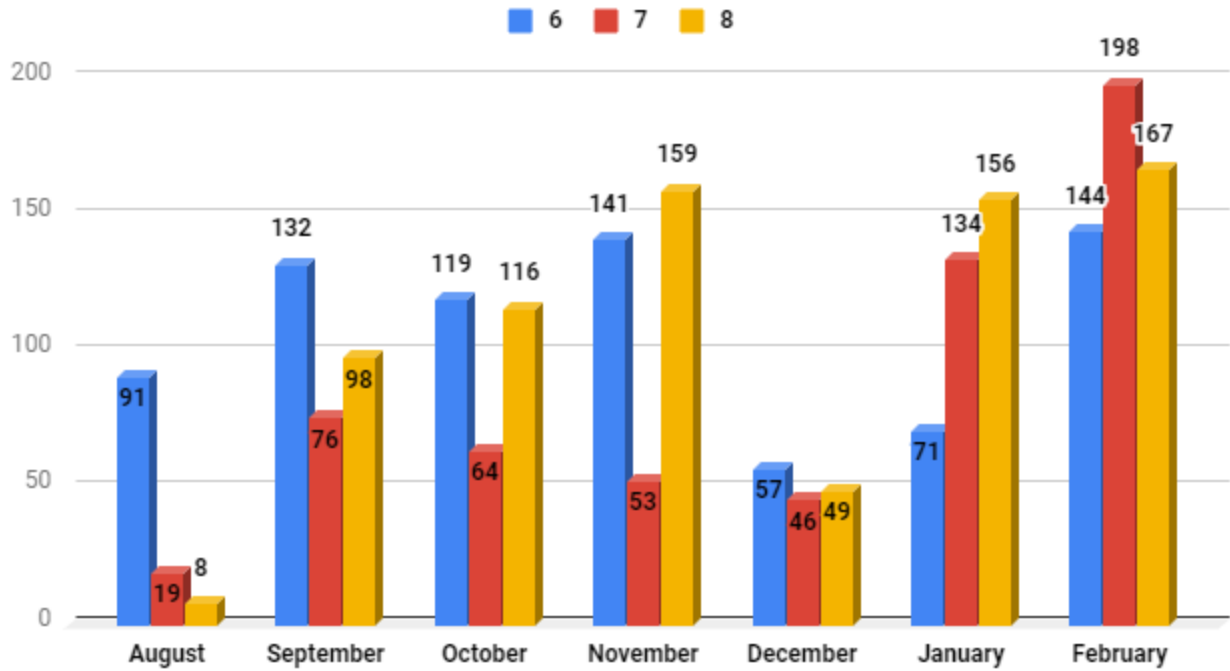
Students Seen -- Daily Ave (Group and Individual)



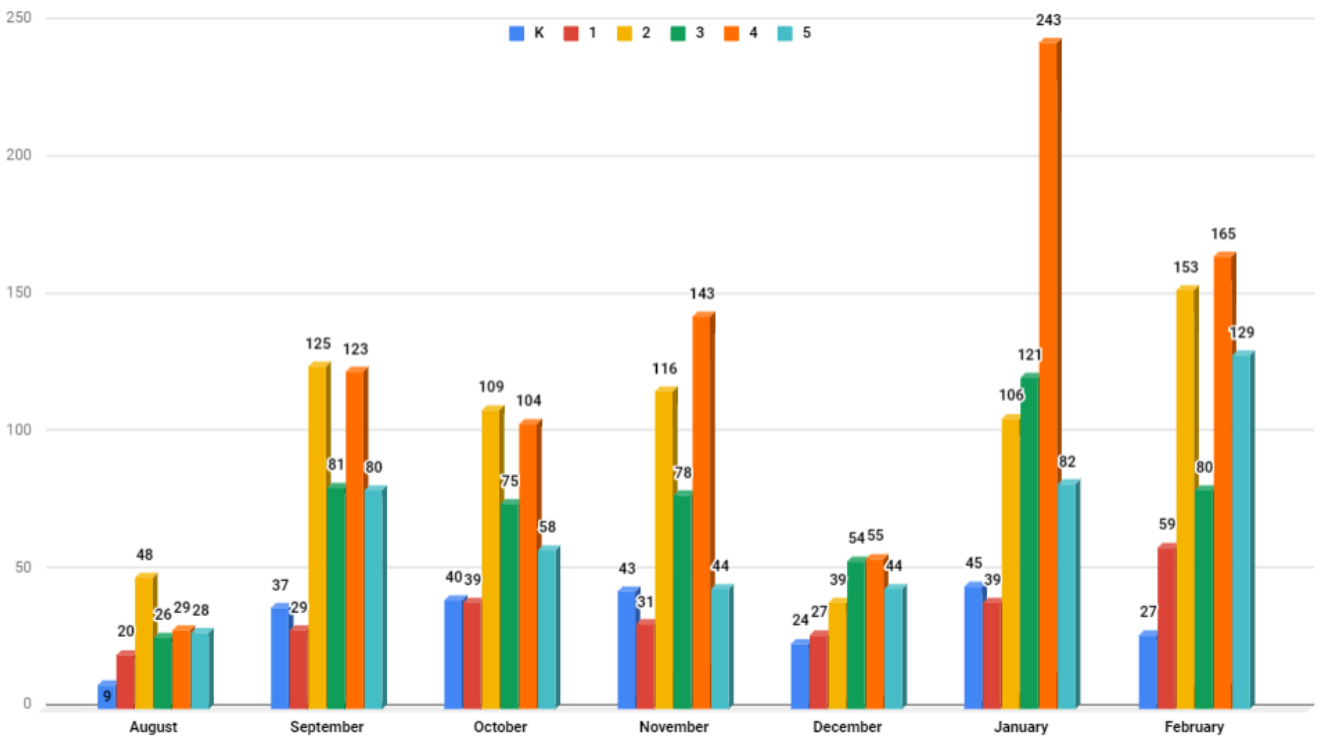
Students seen by gender (group and individual)



Middle School Students seen by grade and month



Elementary Students seen by grade and month



Assessments:

- NWEA Map Skills data continues to be used in a limited capacity throughout the building. We're seeing some very encouraging results and are looking forward to expanding its use in the future!
- CMAS communications are ramping up. We have scheduled proctor training, submitted rosters to the district, and begun acquiring necessary materials. We have asked that parents wishing to refuse testing let us know by 3/20/20. All online information and links have been updated in preparation for a smooth administration this spring.

Athletics:

- **Jr. Lynx Girls Basketball**

The Jr. Lynx Girls Basketball team played a combination of competitive YMCA games and CCAL C-Team games this season. This turned out to be a nice blend of competition for the girls who wrapped up their season with a big win on Saturday over a YMCA team they had lost to on two previous occasions. CCAL competition was overwhelmed by our talented little bunch which bodes well for the CCAL team in the coming seasons. They finished their season with a combined record of eight wins and four losses.

- ***Matchwits***

Our *Matchwits* team hosted the final CCAL competition of the year recently. The team performed well all season and finished their year in third place.

- **CCAL Boys Basketball**

The Boys competed in the Colorado State Middle School Basketball Championships at the USOTC and UCCS this past weekend. The boys nearly won the first game as their final shot just missed, and they were competitive in another, but the teams were very good, and we were unable to win any of the games. Still, it was a great experience for our Head Coach and the boys, and they represented our little CCAL league well!

- **CCAL Boys Volleyball**

Unfortunately, we were unable to participate in the small tournament this past weekend because of the conflict with the Colorado State Middle School Basketball Championships, but we did enjoy having the boys play our girls last week. The girls won, which wasn't a surprise since they're pretty good, but the boys held their own considering the limited number of practices they had, and everyone had a great time!

- **Spring Programs:**

We have our staff in place, have allocated facilities, and finalized schedules for our CCAL Track & Field and Girls Soccer teams. We're looking forward to a very busy spring!

- **Next Year:**

We're getting ready to conduct tryouts for CCAL Cheerleading next year. We're also wrapping up hiring some new coaches for our CCAL Boys Football program and are excited about the experience they bring to our boys and our school!

ESS:

Students staffed off IEPs: **0 students**

Initial evaluations completed: **3 evaluations**

Initial evaluations requested/started: **3 evaluations**

Watchlist: **6 students**

Students qualifying for special education: **3 students**

Total ESS staff members: **15 staff**

- 1 Director of Exceptional Student Services
- 3 ESS teachers
- 1 OT
- 1 COTA
- 1 Teletherapist SLP
- 1 Social Worker
- 7 paras
- 1 contracted school psychologist

Service Data:

Students with IEPs: 63 students (out of 895 K-8 = 7.0%)

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

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

Case load #2: 4-5

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

Case load #3: K-3

- 15 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** - Sphero Continents Activity
- **First Grade** - Quiver Volcanos
- **Second Grade** - Seesaw - Simple Machines Scavenger Hunt; Pioneer VLogs
- **Third Grade** - NASA Science pre-project research activity in Seesaw
- **Fourth Grade** - Keys of Excellence iMovie PSAs; *Seesaw* - Baby Yoda Adjectives Activity, Color Coding, Sentences with Multi-Sensory Grammar, Parts of Speech Search, *Scratchie* Sentences
- **Fifth Grade** - Underground Railroad Breakout Activity; Happy Hearts Breakout Activity
- **Middle School** - Students volunteered to attend training sessions and to assist with the Kindergarten Sphero Continents Activity; 10 White Listed Students (one by parent request); 4 screen protector replacements; 2 devices sent to *Webscouts* for repairs
- **All School** - Multiple weather delays and closings posted

Gifted & Talented:

- Created and sent February newsletter to parents
- Met with Dean Seymour to analyze GT Mid-Year survey
- Facilitated Map Skills with small group of 2nd graders
- Attended team meetings for all grades
- 55 ALPs at MA
- Facilitated staff PD on 2/21
- Attended district GT leadership meeting 2/25
- Created Civil War Project menu for 5th grade

Students are working on:

- K - Picture Book comprehension discussions
- 1st: Observations and Picture Book program
- 2nd: Math/problem solving - critical thinking
- 3rd: Design Thinking, Lunar Lander (coming soon!)
- 4th: Passion Projects
- 5th: 101 Success Secrets, Challenge math, Jacob's Ladder (finished poetry, starting Human Body), Novel Study: *Caddie Woodlawn*
- Middle School: Passion Projects

Instruction and Evaluation:

- Weekly meetings with the Director of Literacy and Intervention surrounding data-driven instruction.
- Planned and completed the **Dare to Lead** book study on February 19, 2020.
- Working with two fourth-grade teachers weekly to help organize and implement MAP Skills.
- Organized and instructed the curriculum committee meeting (with Melissa Johnson) about ELA Frameworks checklist creation. K-8 checklists were completed on February 5th, 2020.
- Weekly pop-in observation of several teachers in middle school.
- Organized and conducted the indoor release carline recap meeting.
- Created the staff indoor release carline procedures from information gathered at the meeting.
- Completed four formal observations in middle school.
- Completed K-8 grade Science Frameworks checklist templates.

Director of Literacy and Intervention:

78 Students being serviced through the Literacy Dept.

- **Literacy**
 - 56 current READ plans
 - 1 student transferred to ESS
 - 3 MTSS plans
 - 1 student exit
 - 1 student transferred to ESS
 - 19 K-5 students receiving Literacy Intervention (no official plan)
 - 34 students on the Literacy “Watch” List-
 - K-5 teachers progress monitor every 2 weeks using Dibels assessment.
 - Weekly Friday morning meetings with reading interventionists
- **Intervention**
 - Providing intervention to 83 students (K-7) with 1 ¾ interventionists
 - Provided professional development to kindergarten and second grade using Dibels data (Tier 2)
- **Other**
 - Attended CCIRA Literacy Conference
 - Weekly staff meetings with Dean Richardson and co-hort
 - Supporting teachers in the MTSS process
 - Meeting with parents and counselor (MTSS)
 - Conducted teacher observations
 - CCSP Grant work
 - Weekly meetings with Director of Instruction and Evaluation surrounding Data Driven Instruction

Facilities:

- Responded to service calls for locker jams, wet spills and toilet/bathroom concerns throughout the month of February.
 - De-iced sidewalks around buildings, portables and parking lots.
 - Scrubbed walls on all levels.
 - Disinfected nurse's station daily and classrooms on rotations throughout the week.
 - Repaired rubber moulding in Gym.
 - Set up tables for the Speech Tournament.
 - Repaired orange chairs in the Middle School Tech lab.
 - Cleaned and wiped down teacher's lounge counters and tables twice daily.
 - Removed the play dough from Preschool carpet.
 - Removed snow and de-iced around the sidewalks, garbage dumpsters, walkway by portables, and playground daily throughout the month of Feb.
 - Cleaned and serviced Zamboni.
 - Cleaned and serviced vacuum cleaners and carpet extractor/shampooer.
 - Shampooed carpet in the Library.
 - Replaced ceiling tiles in the Library.
 - Repaired areas on bookshelves in the Library due to water damage.
 - Removed "stink bombs" from upper level garbage can and from boys' upper level bathrooms.
 - Repaired the back gate leading to the playground.
 - Repaired counter drawer in middle school art room.
 - Facilities Director conference call with JHL and architects **2/19/20**
 - Polished stainless steel in elevators, refrigerators, and water fountains.
 - Disinfected water fountains all levels.
 - Vacuumed, mopped, and disinfected classrooms daily per schedule.
 - Replaced soap dispenser in Preschool.
 - Went over measurements of preschool with Preschool Director.
 - Assisted with setup of risers and curtains for Pioneer Day. **2/21**
 - Removed trash from Pioneer Day out of MPR.
 - Set up risers in the gym for picture day twice in Feb.
 - Set up risers in Kindergarten for International Day. **2/28**
 - Made trips to Grace Best to pick and drop off Pioneer Day bins.
 - Removed snow and de-iced Kindie and portable ramps.
 - Deep cleaned teacher's lounge bathroom.
 - Cleaned out and wiped down the trophy case outside MPR bathrooms. Due to space Constraints, rearranged trophies and removed trophies won prior to 2015.
 - Snow removal and de-iced on **2/25/20** at least 4-5 times to keep sidewalks around portables and leading up to church parking lot clear.
 - Retrieved iPad that was lodged behind lockers on the upper level.
 - Assisted school nurse.
 - Assisted Admin with "indoor release" of students due to inclement weather. Walked students to cars, helped with announcing students' names in the MPR when their rides arrived, coordinated getting enough people outside to announce when rides arrived to keep carline moving in a timely manner, and walked the building to ensure all students were either in the MPR or Gym during and after car line. **2/25/20**

- Took risers back to lower level after picture day was over. **2/25/20**
- Performed inspection on leaking toilets to find where leaks were coming from.
- Determined seals were bad. Replaced leaking seals in girls MPR restroom stall #4.
- Repaired and/or trimmed carpet in the hallway.
- Installed new white boards in gifted and talented class.
- Repaired fraying carpets in two 5th grade classrooms.
- Performed monthly fire drill **2/28**
- Set up risers in Kindie classroom for International Day on **2/27**. Tear down risers on **2/28**.
- Wiped down walls in the hallway leading to recess doors. Wiped down kick plates on double doors.
 - Washed exterior admin windows **2/27**
 - Assisted Kindie with garbage bags and clean up after International Day. **2/28**
 - Wiped down walls and disinfected MPR walls.
 - Cleaned out MPR entry way and wiped down/disinfected walls outside the gym, library and MPR. Disinfected railings.
 - Took dust mops and lunchroom table rags to be laundered weekly.
 - Zambonied gym floor **2/28**
 - Facilities Director sent email communication to staff about disinfecting schedule for classrooms.
 - Collaborated with school nurse to get email communication out to MA Families regarding measures we are taking to keep the building clean and sanitized.
 - Answered numerous emails and or questions from staff about facilities requests.
 - Coordinated with Admin Assistant to facilitate/set up D38 collaboration meeting held in MPR on **2/27**.
 - Wiped down counters, tabletops, and trash cans in teacher's lounge daily
 - Restocked teacher's lounge cabinet with tissues, Clorox wipes, hand sanitizer, paper Towels, and Ziploc bags. **2/27 & 2/28**

Registrar:

20/21 ENROLLMENT NUMBERS		
GRADE	Possible	Enrolled
K-1/2	18	18
K-Full Day	72	70
Total Kinder		88
1	120	84
2	120	89
3	120	101
4	120	101
5	120	106
Total Elem		481
6	118	117
7	118	118
8	118	112
Total MS		347
9	118	26
10		
Total HS		26
TOTAL		942