

MONUMENT ACADEMY
“A Charter School, a Public School of Choice”
Board of Directors Regular Meeting

Thursday, February 11th, 2021 at 6:00 pm
Virtual
Streamed on MA YouTube Channel

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:** Mrs. Strop called the meeting to order at 6:04 pm, led the pledge of allegiance, Quorum declared and roll call was taken.

Board Members in Attendance:

1. Mrs. Strop
2. Mr. Graham
3. Mrs. St. Aubyn
4. Mrs. McCuen
5. Absent - Mr. Dole

Others in Attendance:

1. Mrs. Herrera
2. Mr. Brocklehurst
3. Mrs. Seymour
4. Mr. Richardson
5. Mrs. Stoltenberg
6. Mrs. Curtis
7. Mrs. Zarkovacki
8. Mrs. Buzzell
9. Mrs. Torrence
10. Mrs. Maddox
11. Mrs. Patterson
12. Mrs. Burhans

- B. ADDITIONS TO/APPROVAL OF AGENDA:** Mr. Graham motioned to table section D, i. the EAC report. Mrs. Strop 2nd the motion, roll call taken, motion passed.

- C. CITIZEN’S COMMENTS PERTAINING TO AGENDA ITEMS RECEIVED VIA EMAIL:** No comments to report

- D. BUSINESS: (please refer to the livestream recording for full meeting detail <https://www.youtube.com/watch?v=yUngqc5TrfM&t=4512s>)**

- a. Treasurer’s Report: Marc Brocklehurst, CPA, shared the Treasurer’s Report for January 21, 2002. No questions to report.
- b. Elementary Principal’s Report: Principal Richardson shared the elementary school report. A few highlights noted were: the welcome back and teacher development brunch had. Meet with the ESS department on remote learning. Curriculum meetings had. Meeting with county engineers on Hwy 105 renovation project and how it affects MA. Expressed appreciation to Ms. Barrette for her continual support. Reported on American Heart Association and Kids Heart Challenge. First backpack breakfast of the new year was had and went well. Held 1st virtual Kindergarten Round Up. Title 9 training with the Legal team. Kudos to Ms. Barrette on UIP work. Recognition to Ms. Coote and her exceptional work with ESS and Mrs. Weber and her work in tech and support all around. Mr. Graham inquired on the Hwy 105 meetings and further discussion was briefly had on the subject of the Hwy 105 project.

MONUMENT ACADEMY
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- Mr. Richardson encouraged the BOD to visit him on campus to go over and review the project. Currently a year away from beginning the project. BOD to meet with Mr. Richardson on Friday, February 26th at 9:00 am.
- c. Middle and High School Principal’s Report: Principal Seymour shared the MS & HS report. A few highlights noted were: Administrators have one foot in this current school year and one foot in the coming school year. Discussion ongoing about High School development. HS students being onboarded into the Naviance program (individual career and academic plan). Several meetings on enrollment, also on offering concurrent enrollment through PPCC for next year. MA completed the UIP in early February and is processing through the MA SAAC committees. MA had a presentation at the DAAC meeting this month. Focus has been on staff development and kudos given to MA teachers and staff-happy to see the unity of vision throughout MA teachers and staff. MA received great feedback from the surveys. Also, held tours of the Secondary campus for perspective families. Tours held every 15 minutes. Mrs. Skinner and team are an integral part of the MA MTSS program. Spring assessment planning is underway. MS Athletics have resumed under restrictions and is going well. All seasons are shortened and MA is working to comply with COVID restrictions. Mrs. St. Aubyn inquired as to the number of tours given. Mrs. Zarkovacki shared there were about 6 tours given.
 - d. COO Report: Mrs. Herrera shared the COO report. She shared about the Site Visit by CDE that MA is scheduled to have next month with regards to the MA Grant. Board representation has been requested along with District representation. Also discussed the Naviance system - concurrent enrollment (dual enrollment) program. This program will allow partnership with PPCC and BYU. Exploratory work has been going on in this regard and further information will be provided at the next board meeting. These programs would enhance the MA HS program. Mrs. Herrera also discussed work being done towards the next school year budget and her meeting with the District today. MA is currently working on a conservative first draft of budget work. MA is working towards its goal of increased enrollment. Mrs. Herrera also shared that the space that MA currently has at both campuses to grow into. This would not cause larger class sizes. Mrs. Herrera emphasized that MA will not be overcrowding any classes, the effect will produce smaller classes initially. MA has plenty of space to grow and continues to hold the value of small class sizes according to its charter. Mrs. Strop inquired about the financial work it takes for the dual enrollment program. Mrs. St. Aubyn inquired on cost. Mrs. Herrera shared the financial aspect of this program. MA plans to roll this out in the 2021-2022 school year. Further discussion was had on this subject between board members and Mrs. Herrera (see the board meeting recording on YouTube for full discussion).
 - e. Marketing Report: Mrs. Torrence shared the continued efforts the marketing team is doing. She also shared on the events that MA is doing, of note is the “Get a Scoop” on 6th grade virtual meeting. Mrs. St. Aubyn inquired about the incoming 6th grade tour and confirmed that will still take place.
 - f. Registrar Report: Mrs. Zarkovacki also shared on the success of the “Get the Scoop” event. She also shared current enrollment numbers at MA and informed the Board that MA has accepted a few new students this school year. The Choice enrollment window closed last Friday on Feb 5. Received choice enrollment applications and began the process of seat offers and acceptance has begun along with registration. D38 has been notified. MA is currently seeing an increase for the upcoming school year. MA is well on their way to reaching its goal for growing enrollment.

MONUMENT ACADEMY
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Board of Directors Regular Meeting

- g. Governance Committee Report: Mrs. Strop reported that the policies will be discussed in the Executive Session. No questions to report.
- h. SAAC West Report: Mr. Richardson gave the report in Mr. Dole’s absence. Majority of SAAC meetings are spent on UIP discussion and review work. SAAC West will be in review over the next few weeks so that any recommendations can be given to the board. No questions to report.
- i. SAAC East Report: Mrs. McCuen, reported on the recent meeting held by SAAC East. Read the letter to the Board put together by the SAAC East Chair, Corrie Dunkerton. No questions to report.
- j. PTO West Report: Mrs. Stoltenberg reported on the work being done with the funds received. PTO sent an email to MA staff for requests for funds needed. PTO will be replacing the West Campus water filters. Fun Run Brick orders will be placed in early Spring. Updated on the work being done for the upcoming Teacher Appreciation weeks. Updated on the Pavillion work at West Campus. No questions to report.
- k. PTO East Report: Mrs. Curtis updated on the upcoming Teacher Appreciation week, breakfast and ongoing efforts in growing the Staff lounge.
- l. Teacher Representative Update: Mrs. Strop commented on the work being done on Policy 1515. Teacher input is requested for this policy. Mrs. Patterson shared on the teacher's efforts for the upcoming school year while focusing on the current school year. Also shared that teacher vaccinations have begun. Mrs. Patterson also shared on the successful work the Honor Society organized (Origami hearts) done by the students for the Senior Center. Mrs. Maddox shared on the Pioneer Day in 2nd grade and Valentine's day fun. No questions to report.

E. ITEMS REQUIRING BOARD DISCUSSION AND ACTION:

- a. 1500A-Board of Directors Governance Policy - Mr. Graham motioned to move this item to discuss in the Executive Session, Mrs. Strop 2nd the motion, roll call taken, motion passed.
- b. 1511-Admission Policy - Mrs. Strop motioned to approve, Mr. Graham 2nd the motion, roll call taken, motion passed.
- c. 1512-Open Records Request Policy - Mrs. St. Aubyn motioned to approve, Mr. Graham 2nd the motion, roll call taken, motion passed.
- d. 1513-Staff File Access Policy - Mr. Graham motioned to approve, Mrs. Strop 2nd the motion, roll call taken, motion passed.
- e. 1514A-MA Board Code of Conduct Policy (was 1514, added A, as the plan is to add 1514B, Board Election Policy in the near future) - Mrs. St. Aubyn motioned to approve, Mr. Graham 2nd the motion, roll call taken, motion passed.

F. CONSENT AGENDA:

- a. Approve minutes from: 01.14.2021 Board Meeting - Mrs. Strop motioned to approve, Mrs. St. Aubyn 2nd the motion, roll call taken, motion passed.
- b. Approve next meeting: 03.11.2021 - Mrs. Strop motion to approve, Mr. Graham 2nd the motion, roll call taken, motion passed.

- G. MOTION TO ADJOURN TO EXECUTIVE SESSION:** Mrs. St. Aubyn motion to Executive Session at 7:53 pm, Mrs. Strop 2nd the motion, roll call taken, motion passed.

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- H. EXECUTIVE SESSION:** Executive Session pursuant to C.R.S. 24-6-402(4)(b, e & f) to receive legal advice on specific legal matters, to discuss negotiating positions and to advise negotiators, and to discuss personnel matters related to facility financing, charter contract matters, and performance of school administrators.
- I. Board Meeting after Executive Session:** Mrs. Strop reconvened the meeting at 9:30 pm. Roll call taken of Board Members present (Mrs. St. Aubyn, Mrs. Strop, Mr. Graham, Mrs. McCuen). COO & CFO policies were discussed and a few changes made as noted below.
- J. ITEMS REQUIRING BOARD ACTION**
- a. 1500A Board of Directors Governance Policy - Mrs. Strop motioned to approve, with the amendments: G. "Two board members in conjunction with the COO & CFO will annually review and execute the contractual agreement with legal counsel for all organizations pertaining to Monument Academy." Mr. Graham 2nd the motion, roll call taken, motion passed.
 - b. 1500B-Chief Operating Officer policy - Mr. Graham motion to approve, with the amendments: G. "The COO and CFO along with two board members will annually review and execute the contractual agreement with legal counsel for all organizations pertaining to Monument Academy." Mrs. St. Aubyn 2nd the motion, roll call taken, motion passed.
 - c. 1500C-Chief Financial Officer policy (new policy). Mrs. St. Aubyn motioned to approve, with amendments: F. "The COO and CFO along with two board members will annually review and execute the contractual agreement with legal counsel for all organizations pertaining to Monument Academy. Mr. Graham 2nd the motion, roll call taken, motion passed.
- K. ADJOURNMENT:** Mrs. St.Aubyn motioned to adjourn the meeting at 9:39 pm. Mr. Graham 2nd the motion.