

APPROVED
MONUMENT ACADEMY
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Jane B. Lundeen Library
June 21, 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 6:00p.m. by Scott Saunders.

Members present:

Julie Galusky

Patrick Hall

Mark McWilliams

Scott Saunders

Mike Molsen

J.W. Boyles (appointed during meeting)

Others present:

Don Griffin, Executive Director

Brad Miller, Legal Counsel

Excused:

Elizabeth Davis, CAO/Principal

Nancy Tive, Director of Finance

Quorum 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. McWilliams seconded, and the motion passed unanimously.

D. ITEMS REQUIRING BOARD DISCUSSION/ACTION:

1. Appointment of Board of Director Member to Fill Vacancy

Dr. Griffin noted according to Section 3.3 of the Board of Directors bylaws, “Any vacancy of an elected director may be filled by the affirmative vote of a majority of the remaining directors though less than a quorum. A director appointed to fill a vacancy shall hold the office for the unexpired term of such director’s predecessor in office.”

Dr. Griffin also noted that Matt Dunston has given proper notice of his resignation as a member of the Board of Directors which creates a vacancy with a term expiring June 30, 2019. The Board is free to appoint an individual to fill the vacancy for the remainder of Mr. Dunston’s term.

The Board discussed that J. W. Boyles finished third in the voting in the most recent Board election and that he had expressed interest in serving on the Board to finish Mr. Dunston’s term.

Mr. Molsen made a motion to nominate J.W. Boyles to fill the vacancy created by Mr. Dunston’s resignation with the term ending June 30, 2019. Mr. Hall seconded the motion. Mr. Saunders called for a vote and the motion passed unanimously.

2. New Member Oath of Office

Mr. Saunders administered the Oath of Office to J.W. Boyles, Dwayne Cook and Melanie Strop. He noted that the 3-year terms of Mr. Cooke and Mrs. Strop will begin July 1, 2018 and that Mr. Boyles appointment begins this evening and ends June 30, 2019.

E. CITIZEN’S COMMENTS

Mr. Saunders stated that the Board was fully aware of various expressions of concern from our community related to an employment matter. The issue had been comprehensively reviewed by administration and legal counsel, and the Board will engage with the findings at an executive session later tonight. We are confident that our administration has thoughtfully considered the expressions of concern, and has done extensive work to distinguish between fact and rumor. As we enter our public comment period, I would like to read the following statement:

The Board welcomes and appreciates comments on school operations and programs. The Board will not engage in dialogue with speakers, but may direct administration to follow up on items raised during public comment. Speakers are asked to make comments in a respectful and orderly manner. Personal complaints against any individuals connected with the school are prohibited. Please be aware that personnel matters and especially issues related to statutorily protected classes and behaviors, such as private family issues and religion may not be a topic of public comment and should be addressed solely through our family conflict resolution process found in Policy 1518B.

Please note that citizen’s comments are summarized.

Kerry Jeremiah Foreman - Provided a written statement opposing the hiring of an individual stating that the individual was too controversial. The statement was distributed to all board members.

Lorri Halenkamp – Stated that she opposed the hiring of an individual by Monument Academy because of items posted online concerning the individual’s past.

Lori Strahan – Stated that she supported the hiring of an individual by Monument Academy based on the experience of her student this past academic year. Mrs. Strahan’s student thought this individual was an excellent teacher and had a very positive experience.

Luisa Bruno – Asked the Board to reconsider the Uniform Policy especially with regard to athletic shoes. She stated that allowing shoe/sole colors to be mixed would be a great help in finding affordable shoes.

Tina Warthan – Supported comments made by the previous speaker and also asked the Board reconsider allowing shoe and sole colors to include options for a black shoe with white soles and white shoes with black soles. She also asked if gray could be accepted as an acceptable colors.

F. BUSINESS

1. Member Recognition – Patrick Hall

Mr. Hall recognized on behalf the Board the service of Scott Saunders and Julie Galusky who’s terms end June 30, 2018. He also thanked Matt Dunston for his service, who was in attendance.

2. Nominating Committee – Scott Saunders

Mr. Saunders asked Mr. McWilliams to chair the nominating committee and ask members Mr. Hall and Mr. Molsen to serve as well. The Nominating Committee will meet prior to the Board’s Annual meeting on July 19, 2018 to propose officers for the next year as well as making recommendations for Board Committee assignments.

3. Treasurer’s Report – Patrick Hall

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

Revenue for the month ended and eleven months ended May 31, 2018 were \$602,618 and \$6,692,609, respectively. This was 92.48% of budgeted revenue, compared to a run rate of 91.67%. Budgeted revenue for the month was \$581,669. We received two Capital Construction revenue checks, for April and for May. Capital Construction revenue is \$21,234 per month.

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

For the month ended and eleven months ended May 31, 2018, MA expended \$579,534 and \$5,933,572, respectively, which equated to 81.99% of budgeted expenses, compared to a monthly budgeted amount of \$582,000 and a run rate of 91.67%. The difference between the actual May 2018 expenses and the budgeted May 2018 expenses was less than 1%.

Expenditures for the same period last year were \$586,632 for the month and \$5,978,284 for the eleven months ended May 31, 2017.

Net Income (Loss)

Net income for the month of May 2018 was \$23,084 compared to a budgeted net loss of (\$332) and compared to a net loss of (\$19,970) for the same month last year. Net income for the eleven months ended May 31, 2018 was \$759,037 compared to \$671,410 for the same period last year.

Reserves

On May 31, 2018, MA maintained a fund balance of \$2,476,367 in the General Fund, as well as \$2,508,652 in its General Fund bank accounts and certificates of deposits. The general fund balance was up \$141,024 or 6.04% 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

4. Principal’s Report – Elizabeth Davis

ELEMENTARY SCHOOL and FACILITIES

- Parent meetings
- Student discipline
- Field Trips
- Monthly fire drills completed as required by statute.
- Lockdown/lockout drills completed as required by statute.
- Conducted CPI training for staff

- Substitute teacher training
- PTO Fun Run planning and execution
- Jump Rope For Heart: over \$14,000 earned by our MA students
- Coordinated with PTO and Facilities for new water fountain installation
- Coordinate student teacher program
- Student Handbook updates
- Uniform policy revisions to streamline and update board policy.
- RAVE emergency notification roll-out
- Coordinate with Facilities for support of concerts and drama productions
- Testing new visitor management systems
- New lighting program
- New camera systems
- Testing new radio system
- New job descriptions for Lead Teachers
- Disaster planning

While Mr. Richardson wears multiple hats at Monument Academy, this year his work has been focused upon tightening our safety and security procedures. This has included enhanced training for all staff, the adoption of a campus-wide emergency notification system, the adoption of new check-in procedures for visitors, and new camera and radio systems. School security and student safety is always a priority and his diligent work this year on projects like these along with age-appropriate preparation for all of our students in their classrooms will help us know that we are doing everything we can to keep our students safe and secure.

MIDDLE SCHOOL

- Developed and implemented House System for Middle School.
- Conducted ongoing formative assessment of House System implementation.
- Developed a Love and Logic Schoolwide Discipline Program for Monument Academy
- Conducted professional development for staff members in the areas of Love and Logic, Understanding by Design, Grading Philosophies, and Cornell Note-taking, and the House System
- Attended Camp Shady Brook and Challenger Learning Center with 6th grade class
- Developed a process whereby students could view their NWEA goal scores before taking NWEA tests in the winter and spring. Provided talking points for teachers to discuss with students the purpose of NWEA testing and results interpretation.
- Disciplined students throughout the year. Focus of discipline is to support student growth by enforcing natural and logical consequences while maintaining relationship with student. Involved students in problem solving as often as possible. Often partnered with parents to provide the best learning opportunities for students.

- Worked with Instructional Coach to instruct, support, and evaluate teachers.
- Worked with counseling faculty to support students in areas of academics
- Co-chaired the curriculum committee meetings
- Chaired the Science and Social Studies Frameworks committees
- Chaired the Cornell Note-taking sub-committee
- Facilitated the implementation of Amplify Science Pilot program in grades K, 3, and 4

Julie Seymour, in her new role as Middle School Dean, has had an extremely successful year. The first year of the house implementation, based upon the feedback of many parents was a success. Many of our students at MA have found a place where they belong in their houses. We have received multiple emails about how students who may have never really felt a sense of belonging now have a place that is safe and where they have found new friendships and support from peers. The importance of this cannot be over-stated. As with all first year programs, the house system will continue to evolve and change based upon student need and input.

In her role as Curriculum committee co-chair, Julie has managed the pilot and roll-out of Cornell Note Taking in grades 4-8. This skill was noted as a deficit for many of our students and parents. In 2018-19, it will be explicitly taught in grades 4-8 with appropriate grade scaffolding at each level.

PRINCIPAL'S REPORT

2017-2018 has been a very successful year at Monument Academy. We continue to grow and each year is a learning experience. Looking back for me, the highlights include:

- Building strong working relationships with the Administration and Teaching Staff
- Collaborating on a strong High School expansion plan which is now approved by the district
- Developing relationships with parents to ensure that their special needs students have plans appropriate to their needs.
- Knowing that our staff believes that the strong, mission-drive purpose of MA is met every day and that MA is a great place to work and learn.

As we move into 2018-19, my goals continue to be lofty. While I am focused on the development of a High School program, that program is slated to open in the Fall of 2020. Work will continue both on operations and the educational program as next year progresses.

In 2018-19 Monument Academy will have a new preschool director who will be charged with leading Monument Academy through the NAEYC (National Association for the Education of Young Children) accreditation process. Research shows a direct correlation between high-quality early learning and children's positive long-term outcomes in life, including increased educational attainment, healthier lifestyles, and more successful careers. NAEYC Accreditation helps teachers and leaders at early learning programs develop a shared understanding and commitment to quality. This accreditation process leads to increased staff morale, greater staff retention, and a more positive, energetic work atmosphere overall-enabling early learning centers to provide a solid educational foundation for all children's success in life. (From the NAEYC accreditation documentation.).

I am excited to have a preschool director who is energized to provide forward thinking leadership that will lead to this recognition of the pre-school program which is such an integral part of the overall program at Monument Academy.

5. Executive Director's Report –Don Griffin

Annual Health Services Report – Janice Latendresse, School Nurse, presents an annual summary report on Health Services provided to students at Monument Academy Charter School (MA). The 2017/2018 school year was Nurse Janice's 6th year of service at MA. This year-end report is a compilation of the health care services provided at MA. It presents an overall review of the trends in our medical and health care needs for students during the school day.

Role Defined

The roles and responsibilities of a school nurse are different from those of registered nurses who work in other settings. School nurses must possess skills that allow:

- A population-based focus on the entire school community including students, staff, and visitors.
- Knowledge and clinical expertise in the unique health issues of children and adolescents.
- Ability to identify academic challenges that may be related to a health problem.
- Ability to practice independently in a setting where she is typically the only health professional.
- Ability to practice epidemiological principles into practice to monitor clusters of symptoms and identify emerging health threats for students and staff.
- Possess confident leadership skills to negotiate a student's personal crisis or assist school administration in a school crisis.

Qualifications

Janice Latendresse has 30+ years of experience as a registered nurse. She obtained her Bachelor of Science in Nursing from University of Colorado. In August 2017, she completed her Masters of Science in Nursing from Grand Canyon University. Janice holds an active license from the State of Colorado to practice as a registered nurse. She is also licensed through the Colorado Department of Education as a Special Services Provider. National Certification in school nursing is the standard by which school nurses are judged to have the knowledge and skills necessary to provide these health services. Within the state of Colorado, 2% of school nurses are nationally certified. Janice obtained her national certification in 2015. Janice is also a Heartsaver CPR instructor, a Qualistar Medication Administration instructor, and a certified Universal Precautions instructor. She is adjunct faculty at the University of Colorado during the summer months. Additionally, she serves as a preceptor to nursing students who visit MA during their clinical rotation during the school year.

Staffing Needs and Additional Services Offered

*Due to additional administration responsibilities on the school nurse, additional staffing was required in the health office at times to allow Nurse Janice to complete duties such as immunization data compilation and reporting to the state of Colorado, creation of individual health care plans, creation of section 504 plans, creation of health care information notes for individualized education plans.

*Dr. Aaron Fraser of Flying Horse Medical Center served as school physician again this school year. Dr. Fraser continues to donate his time and services to MA in this capacity. His practice also provided low cost, on site, sports physicals at the beginning of the school year. Dr. Fraser then donated a portion of those fees back to the school.

*In coordination with Walgreens, a flu shot clinic was offered at the beginning of the school year to students, family and staff. Over 40 people took advantage of this convenient opportunity.

*Senior nursing students from the University of Colorado were on site for their community health clinical rotation. These RN to BSN students assisted with hearing and vision screening referrals, classroom health talks, health office visits, and one student provided an opportunity for parents to receive free Radon test kits for their homes.

* The entire 8th grade student body was instructed in American Heart Association Heartsaver Adult CPR/AED. The PTO was key in providing the resources for this lifesaving instruction. Parents were given the option to send in a small fee that would provide their student with certification through the American Heart Association. Over 80 8th grade students took advantage of this extremely affordable opportunity and are now CPR certified. Nurse Janice taught the CPR course over the course of four days while a substitute RN took care of students in the health office. One of the RN to BSN students provided much needed support to Nurse Janice in the classroom. The 8th grade staff was quite gracious in their flexibility and support.

* Nurse Janice recognized the need for an additional AED in the building and sought grant opportunities to secure another device. Parent Heart Watch granted MA a second AED along with a cabinet to mount the device. In accordance with the grant requirements, Nurse Janice created and implemented a Cardiac Emergency Response Plan (see attached). A medical emergency response team is in the early stages of development and will be fully operational for the 2018/2019 school year. The creation of a medical emergency response team was one of the stated goals for this school year.

* Janice serves as a member of the Crisis Team and the 504 Team.

Medication	2017-2018
Number of students on daily medication	9
Number of students on emergency, as needed medication.	75

Total number of students screened for hearing and vision	Number of students referred for hearing evaluation	Number of students referred for vision evaluation	Number of students who reported back that glasses were required based on evaluation
~700	10	37	5

Number of students compliant with required immunizations	Number of students exempt from one or more vaccine	Number of students non-compliant with required immunizations		
942	96	59		
<i>Student</i>	2013-2014	2014-2015	2016-2017	2017-2018
Average number of daily visits to health office	40	40	40	30
Students with Diabetes Mellitus Type I	2	2	4 > 50% of time spent on these 4 students	5
Students with known seizure disorder:	4	3	3	4
Students with asthma	35			40
Students with gastrostomy tube	3	2	0	1
Students with heart defect	5	4	3	3

Trends Observed This School Year

The number of student visits to the health office dropped slightly to an average of 30/day. The number of inappropriate visits (non-illness) was again on the decrease. As was reported last year, the health office dealt with a steady number of students reporting a physician diagnosed concussion; some from school related injuries, some from extracurricular sports/activities.

Emergency Incidents This School Year

Initiation of the emergency response system (911) was required once during this school year. A student accidentally ate a piece of candy that contained nuts, which he/she was allergic to. The student had a known allergy to nuts. The student had an allergy action plan but parent had not provided an epi pen to the health office. A stock epi pen was used to treat the student's anaphylaxis and the student immediately reported resolution of his/her symptoms. Parent transported student to a local emergency room where he/she was treated and released.

Goals for Next School Year

Flu shot clinic at the beginning of the school year for staff, students, and families. Improved data collection methods for tracking of student data. Continue to decrease number of unnecessary visits to the health office. Improve staff training opportunities; planned outside trainer for 504 plans and for diabetes education of staff. Train 8th grade students in CPR/AED again. Train all staff in proper use of AED/recognition of sudden cardiac arrest. Choking victim training to middle school students. Full integration of medical emergency response team with at least 2 drills during the school year.

Goals/Visions for High School

Provide input regarding health office layout in new high school. Provide input and guidance regarding Health Sciences Track, possible Certified Nurse Assistant and/or EMT program in new high school. Teach dual credit courses such as Intro to Health Sciences, Anatomy & Physiology, Medical Terminology, and other health related courses.

National Junior Honor Society Update

I wanted to provide an update as to the future of the National Junior Honor Society (NJHS). After receiving parent input and several public comments at our last Board meeting and taking into account our limited capacity for space, school resources, calendar conflicts as well as faculty suggestions, we have decided to continue NJHS as follows:

- NJHS membership will be open to Eight grade students only at Monument Academy (due to space/available resources). Participation in NJHS will remain a privilege and honor for 8th grade students.
- Seventh grade NJHS candidates who have a 3.85 cumulative GPA at the time 3rd quarter grades are posted will receive an invitation to apply for NJHS membership.
- Membership applications are due in early April.

- Faculty council makes membership decisions and communication will arrive mid to late April.
- Elections for NJHS officers will take place early-May.
- Officers will be recognized at Middle School Coin ceremony in May.
- NJHS officers will automatically occupy a leadership role in MA Student Council. They will meet with NJHS faculty advisor during student council break-out sessions.
- NJHS members will plan and organize service projects during their bi-weekly chapter meetings and will lead the service project efforts through their individual houses.
- NJHS chapter meetings will be scheduled before or after school, on a day and at a time when scheduled extracurricular event conflicts can be minimized (due to available space) and when the faculty advisor is available to run the meeting (due to available resources).
- Because current 7th grade students did not receive the opportunity to apply for 8th grade membership this year, applications will be sent to rising 8th grade Monument Academy students who met the 3.85 GPA requirement at the beginning of the 2018-2019 school year. Those students who decide to apply will have their applications reviewed in late August and/or early September. Membership selection announcements will be made as soon as is practical.

These changes were communicated to all Middle School parents via email on May 30, 2018.

Jackson Creek Senior Living Facility Performances

Jackson Creek Senior Living facility is slated to open in the early fall just down the road on Jackson Creek Parkway. Amy Torrence, MA's Director of Communications, has arranged the opportunity to showcase some of our student talent by having the choir perform at the senior living facility. We are thinking about the third graders with the Thanksgiving program songs and our Middle School choir singing Christmas carols during the holidays.

We like the idea of a community service project for the kids and the experience of showcasing their talents to a broader audience. It should be noted that the Jackson Creek Senior Living facility is a two-time Grandparents Day sponsor.

6. July Meeting – Thursday July 19, 2018

7. SAAC Report – EOT Survey – Tanja Curtis

Tanja Curtis, Chair of the SAAC, provided the Board with the summary results of the End of Year Survey. Mrs. Curtis noted:

Preschool Survey Recommendations: bring back music and readdress shoe policy. Additional suggestions: adding a school zone on Highway 105 and the need for a bigger parking lot.

Elementary School Survey Recommendations: readdress the shoe portion of the uniform policy, continued support for study hall and increase the visibility of specials. Additional suggestions: allow walkers to exit the rear of the building, increase the importance of the character program, purchase blackout curtains for the MPR and better GT communications.

Middle School Survey Recommendations: readdress uniform policy, increase support for English, and review teacher turnover. Additional suggestions: more challenging curriculum, math class room management, alternative to music and art appreciation and continued support for the House system.

All surveys have been posted on the SAAC page of the school's website.

G. ITEMS REQUIRING BOARD DISCUSSION/ACTION:

1. Discuss/Approve Revisions of 1501 Uniform Policy (ES and MS)

As requested, Administration reviewed the 1501 Uniform Policy and asked the Board to take into account the following before voting on the recommended revisions to the policy:

Based on the year-end survey from the 2016-2017 school year, the SAAC recommended that the Uniform Policy should make the choices for parents simpler and for Administration to enforce the policy consistently.

Administration believes that the revisions approved at the April meeting made the policy simpler and easier to enforce. However, after receiving additional input from parents on a variety of suggested changes, the Board is being asked to revisit the single item brought to our attention most often which was athletic shoes.

The recommended revision to both the Elementary School and Middle School policies:

Current wording: *For athletic shoes, the color of sole and lace must match shoe color. No other color may be present on shoe. example: white tennis shoe, white laces, white soles.*

Recommended for Athletic Shoes:

Approved shoe colors:

1. Solid white athletic shoe, white laces, white soles.
2. Solid black athletic shoe, black laces, black soles
3. Solid white athletic shoe, white laces, black soles
4. Solid black athletic shoe, black laces, white soles.

For athletic shoes, the only acceptable colors are solid black or solid white. No other color may be present on the shoe or visible on the sides of the sole. If the sole is not the same color as the shoe, laces must match the color of the shoe.

Examples of athletic shoes which do and do not meet the revised policy may be viewed at: [MA Shoe Examples](#)

Administration also recommends to the Board that the Principal and Deans review of the policy and its enforcement at the end of the 2018-2019 school year to see if additional revisions are needed.

Mr. Hall made a motion to accept the recommendations to revise Policies 1501ES and 1501MS as presented and that Administration review of the policy and its enforcement at the end of the 2018-2019 school year to see if additional revisions are needed. Mr. Molsen seconded the motion. Mr. Saunders called for a vote and the motion passed unanimously.

The revised policies are posted on the school's website and are Attachments A and B to these minutes.

2. Discuss/Approve 1529 Administration of Nonsmokeable Medical Marijuana on School Grounds Policy

With the passage of HB18-1286 and signed by the Governor, students enrolled in Colorado schools of grades K-12, who have a medical prescription for nonsmokeable marijuana may request school personnel to administer the prescribed medication while the student is on school grounds. This state law which is permissive does not address the prohibition under federal law.

Also, this legislation is in direct conflict with the Colorado Nurse Practice Act under which Monument Academy's Board Certified Registered Nurse currently practices.

The recommendation from our school nurse, legal counsel, Administration and the Governance Committee is to allow nonsmokeable marijuana medication be given by the parent of the student or a designated healthcare professional only and that at no time is any of the nonsmokeable marijuana to be stored on school grounds. The Policy 1529 lays out the process and clearly states that school personnel are prohibited from administering the medication.

Mr. McWilliams made a motion to accept the recommendations to establish Policy 1529 Administration of Nonsmokeable Medical Marijuana on School Grounds Policy as presented. Mr. Hall seconded the motion. Mr. Saunders called for a vote and the motion passed unanimously.

Policy 1529 is posted on the school's website and is Attachments C to these minutes.

H. EXECUTIVE SESSION:

1. Executive session: Personnel Matter C.R.S.24-6-402(4)(f) regarding school personnel and Receiving Legal Advice C.R.S.24-6-402(4)(b).

At 6:47 p.m., Mr. Hall made a motion, seconded by Mr. McWilliams: To meet in Executive session to discuss a personnel matter under C.R.S.24-6-402(4)(f) and receive legal advice under C.R.S.24-6-402(4)(b).

Roll call vote was unanimous; the motion carried 6-0.

The Board invited Brad Miller, MA Legal Counsel, Dr. Griffin, Dwayne Cooke and Melanie Strop to join them in the school's library for Executive Session.

The Board entered executive session at 6:48 p.m.

At 7:25 p.m., Executive Session was adjourned, and Open Session was reconvened in the Library.

2. Executive session: Personnel Matter C.R.S.24-6-402(4)(f) regarding the annual evaluation of the Executive Director.

At 7:26 p.m., Mr. Hall made a motion, seconded by Mr. McWilliams: To meet in Executive session to discuss the Executive Director's evaluation under C.R.S.24-6-402(4)(f).

Roll call vote was unanimous; the motion carried 6-0.

The Board invited Dr. Griffin to join them in the school's library for Executive Session.

The Board entered executive session at 7:27 p.m.

At 7:32 p.m., Executive Session was adjourned, and Open Session was reconvened in the Library.

I. ITEMS REQUIRING BOARD DISCUSSION/ACTION:

1. Discuss/Approve Action regarding the annual evaluation and contract of the Executive Director.

Mrs. Galusky made a motion to approve the Annual Evaluation of the Executive Director as presented and to approve the Executive's Director's contract for the 2018-2019 school year. Mr. McWilliams seconded the motion. Mr. Saunders called for a vote and the motion passed unanimously.

J. Consent Agenda

1. Approve minutes from May 10, 2018 meeting.

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

K. ADJOURNMENT

The meeting adjourned at 7:33 p.m.

Attachment A next page.

Attachment A



Monument Academy

Board of Directors Governance and Policy

Policy Area : Governance	Policy # : 1501MS
Title : Uniform Policy	Adopted : April 12, 2018 Revised : June 21, 2018 Revised :

Elementary School (Grades K-5) UNIFORM POLICY

Monument Academy believes that a safe and disciplined learning environment is an important aspect of a rigorous school. Our uniform policy is intended to promote respect for the learning process, build school identity and community spirit, and to create a safe and orderly school climate.

Please review the styles, fabrics, and fit of items from our approved vendors. Items not purchased from vendors must match style, fabric, and fit as pictured and described on the following websites. Be sure to navigate to the Monument Academy approved items from each vendor.

Approved Vendors:

French Toast:
www.frenchtoast.com
Code: QS5QVJI

Educational Outfitters
www.educationaloutfitters.com
Code: CO01086

Land's End
www.landsend.com
Code: 900030560

<p>SHIRTS</p> <p><i>All styles, fabrics, and colors must be consistent with the preferred vendor products. If you purchase from a local store, please compare style, fabric, and color by using the links provided.</i></p>	<p>POLO SHIRTS: Approved colors:</p> <ul style="list-style-type: none"> • royal blue • light blue • navy • white • black • insignia polo available through PTO <p>BUTTON-DOWN SHIRTS: Approved colors:</p> <ul style="list-style-type: none"> • white • light blue 	<p>Approved fabrics include</p> <ul style="list-style-type: none"> • interlock knit • pique knit • performance knit <p>-Shirts must be tucked in -Peter Pan collar allowed</p>
<p>PANTS, SHORTS, BELTS</p> <p><i>All styles, fabrics, and colors must be consistent with the preferred vendor products. If you purchase from a local store, please compare style, fabric, and color by using the links provided.</i></p>	<p>PANTS: Approved colors:</p> <ul style="list-style-type: none"> • khaki • navy • black <p>SHORTS: Approved colors:</p> <ul style="list-style-type: none"> • khaki • navy • black <p>BELTS: Approved colors:</p> <ul style="list-style-type: none"> • solid brown • solid black 	<p>Approved fabrics include</p> <ul style="list-style-type: none"> • Cotton blend twill • Stretch cotton blend twill • 98/2 Cotton Spandex Blend <p>-Pants/shorts must fit appropriately (not too tight or too loose) and be in good condition</p> <p>pants must be uniform pant; this excludes pants with sewn on pockets, rivets, tapered or “skinny” style legs, non-vendor style fit or material, cargo style, etc.</p> <p>-shorts may not be shorter than 4” above the knee</p> <p>-a belt is required at all times</p>

<p>SKIRTS, SKORTS, JUMPERS</p> <p><i>All styles, fabrics, and colors must be consistent with the preferred vendor products. If you purchase from a local store, please compare style, fabric, and color by using the links provided.</i></p>	<p>Approved colors:</p> <ul style="list-style-type: none"> • khaki • navy • black • Mayfair Plaid #92 (Educational Outfitters) 	<p>Approved fabrics include</p> <ul style="list-style-type: none"> • Cotton blend twill • Polyester • 60/40 Cotton Polyester Blend • Polyester/Rayon blend • Highly Recommended <p>-Skirts or skorts must not be shorter than 4" above the knee</p>
<p>SPIRIT WEAR</p> <p><i>Purchased through PTO</i></p>	<p>Fridays only</p>	<p>-Includes t-shirts and jackets purchased through PTO</p> <p>-Includes MA clubs or sports teams t-shirts and sweatshirts</p> <p>-Spirit wear from prior years is permitted.</p>
<p>SWEATERS and MA JACKETS</p> <p><i>Purchased through PTO and/or approved vendor</i></p>	<p>SWEATERS and SWEATER VESTS</p> <ul style="list-style-type: none"> • Navy with Monument Academy Crest <p>MA JACKET</p> <ul style="list-style-type: none"> • Dark Grey • Royal Blue • Black 	<p>-MA jacket and MA crest sweaters are the only outerwear permitted in class Monday-Thursday</p> <p>-Hoodies are only allowed on spirit wear and free dress Fridays</p>
<p>SHOES, SOCKS, TIGHTS</p>	<p>SHOES:</p> <p>Athletic Shoe: Approved shoe colors:</p> <ul style="list-style-type: none"> • Solid White athletic shoe, white laces, white soles. • Solid Black athletic shoe, black laces, black soles • Solid White athletic shoe, white laces, black soles 	<p>-For athletic shoes, the only acceptable colors are solid black and solid white. No other color may be present on the shoe or visible on the sides of the sole. If the sole is not the same color as the shoe, laces must match the color of the shoe.</p>

	<ul style="list-style-type: none"> • Solid Black athletic shoe, black laces, white soles. <p>Dress Shoe/Flat:</p> <ul style="list-style-type: none"> • all white • all navy • all brown • all black <p>BOOTS:</p> <ul style="list-style-type: none"> • Fridays only <p>SOCKS, TIGHTS: Approved colors:</p> <ul style="list-style-type: none"> • Solid white • Solid black • Solid tan/brown 	<p>- socks must not have insignia or logos of any kind</p>
<p>TIES</p> <p><i>All styles, fabrics, and colors must be consistent with the preferred vendor products. If you purchase from a local store, please compare style, fabric, and color by using the links provided.</i></p>	<p>Approved colors:</p> <ul style="list-style-type: none"> • Solid navy • Solid black • Mayfair plaid #92 (Educational Outfitters) 	<p>-necktie or bowtie</p> <p>-ties are optional for both boys and girls</p> <p>-must be worn with a button-down shirt only</p>
<p>JEWELRY</p>	<ul style="list-style-type: none"> • Students may have up to 2 earrings in each ear • Students may wear stud style earrings only • Students may have up to 2 necklaces and 2 bracelets • No other visible pierced jewelry is allowed 	

	<ul style="list-style-type: none"> No visible tattoos or any writing on skin 	
HAIR	<ul style="list-style-type: none"> Natural hair color only Hair accessories must be blue, white, black, or a neutral color that matches the hair or uniform. Hair styles and accessories must not call unnecessary attention to the student No hats or bandanas in the classroom or building during school hours 	-Novelty headbands are disallowed
ATHLETIC TEAM CLOTHING	<ul style="list-style-type: none"> May be worn on game/event days only Team hoodies may only be worn on Fridays 	

Dress Code for Non-Uniform Days, Events and Activities

During the course of the school year, there are days when the uniform requirement is waived. Those times include, but are not limited to, free dress days, school sponsored sports events, fine arts events, school social activities, etc. Clothing in violation of the following requirements may necessitate a phone call home and new clothing brought to campus. Our non-uniform days adhere to the same uniform mission statement: **Monument Academy believes that a safe and disciplined learning environment is an important aspect of a rigorous school. Our uniform policy is intended to promote respect for the learning process, build school identity and community spirit, and to create a safe and orderly school climate.**

- Students are not allowed to wear clothing that contains wording or images that could be interpreted as racial, vulgar or offensive in any way.
- Tops must not be see-through, bare midriff, strapless or spaghetti straps. Tank tops or sleeveless tops must be at least 2” wide at the shoulder. Cold-shoulder style shirts are permitted.
- Bottoms must fit appropriately in accordance with the style of the garment. No undergarments may be visible
- All garments should be neat and clean with no rips, tears, or holes, even by design.
- Leggings may be worn with a top that is below-hip or longer.
- Athletic shorts and joggers are allowed. They must be in good condition and fit appropriately. (No pajama bottoms)
- Shoes may be freely chosen on free dress days as long as they meet the requirements consistent with school safety: no sandals, snow boots, flip flops, Crocs, open-toe, clogs, light-up shoes, wheelies, open-heel shoes, or slippers. Heel height may not exceed 2”.
- Hats or caps are not to be worn in the building unless it is part of the special program for the day.

Dress Code for Social Occasions, Dances and Parties, Graduation

Special occasions call for special dress. We want our students to enjoy a special time while at the same time dressing appropriately for the occasion. On these occasions, clothing worn by students shall be in good condition, and neat in appearance.

- Dresses may be sleeveless, 'cold-shoulder' style, or have spaghetti straps.
- No strapless styles are permitted. A sweater may not be used to cover up a strapless dress.
- Dresses must be no shorter than 4" above the knee.

Attachment B



Monument Academy

Board of Directors Governance and Policy

Policy Area : Governance	Policy # : 1501MS
Title : Uniform Policy	Adopted : April 12, 2018 Revised : June 21, 2018 Revised:

Middle School (Grades 6-8) UNIFORM POLICY

Monument Academy believes that a safe and disciplined learning environment is an important aspect of a rigorous school. Our uniform policy is intended to promote respect for the learning process, build school identity and community spirit, and to create a safe and orderly school climate.

Please review the styles, fabrics, and fit of items from our approved vendors. Items not purchased from vendors must match style, fabric, and fit as pictured and described on the following websites. Be sure to navigate to the Monument Academy approved items from each vendor.

Approved Vendors:

French Toast:
www.frenchtoast.com
 Code: QS5QVJI

Educational Outfitters
www.educationaloutfitters.com
 Code: CO01086

Land's End
www.landsend.com
 Code: 900030560

<p>SHIRTS</p> <p><i>All styles, fabrics, and colors must be consistent with the preferred vendor products. If you purchase from a local store, please compare style, fabric, fit, and color by using the links provided.</i></p>	<p>POLO SHIRTS: Approved colors:</p> <ul style="list-style-type: none"> • royal blue • light blue • navy • white • black • house color/insignia polo available through PTO <p>BUTTON-DOWN SHIRTS: Approved colors:</p> <ul style="list-style-type: none"> • white • light blue 	<p>Approved fabrics include</p> <ul style="list-style-type: none"> • interlock knit • pique knit • performance knit <p>-Shirts must be tucked in</p>
<p>PANTS, SHORTS, BELTS</p> <p><i>All styles, fabrics, and colors must be consistent with the preferred vendor products. If you purchase from a local store, please compare style, fabric, fit and color by using the links provided.</i></p>	<p>PANTS: Approved colors:</p> <ul style="list-style-type: none"> • khaki • navy • black <p>SHORTS: Approved colors:</p> <ul style="list-style-type: none"> • khaki • navy • black <p>BELTS:</p>	<p>Approved fabrics include</p> <ul style="list-style-type: none"> • Cotton blend twill • Stretch cotton blend twill • 98/2 Cotton Spandex Blend <p>-Pants/shorts must fit appropriately (not too tight or too loose) and be in good condition</p> <p>- pants must be uniform pant; this excludes pants with sewn on pockets, rivets, tapered or “skinny” style legs, non-vendor style fit or material, cargo style, etc.</p> <p>-shorts may not be shorter than 4” above the knee</p>

	<p>Approved colors:</p> <ul style="list-style-type: none"> • solid brown • solid black 	<p>-a belt is required at all times</p>
<p>SKIRTS, SKORTS, JUMPERS</p> <p><i>All styles, fabrics, and colors must be consistent with the preferred vendor products. If you purchase from a local store, please compare style, fabric, fit and color by using the links provided.</i></p>	<p>Approved colors:</p> <ul style="list-style-type: none"> • khaki • navy • black • Mayfair Plaid #92 (Educational Outfitters) 	<p>Approved fabrics include</p> <ul style="list-style-type: none"> • Cotton blend twill • Polyester • 60/40 Cotton Polyester Blend • Polyester/Rayon blend <p>-Skirts or skorts must not be shorter than 4” above the knee</p>
<p>SPIRIT WEAR</p> <p><i>Purchased through PTO</i></p>	<p>Fridays only</p>	<p>-Includes t-shirts and sweatshirts purchased through PTO</p> <p>-Includes MA clubs or sports teams t-shirts and hoodies</p> <p>-Spirit wear from prior years is permitted.</p>
<p>SWEATERS and MA JACKETS</p> <p><i>Purchased through PTO and/or approved vendor</i></p>	<p>SWEATERS and SWEATER VESTS</p> <ul style="list-style-type: none"> • Navy with Monument Academy Crest <p>MA JACKET</p> <ul style="list-style-type: none"> • Dark Grey • Royal Blue 	<p>-MA jacket and MA crest sweaters are the only outerwear permitted in class Monday-Thursday</p> <p>-Hoodies are only allowed on spirit wear and free dress Fridays</p>

	<ul style="list-style-type: none"> • Black 	
<p>SHOES, SOCKS, TIGHTS</p>	<p>SHOES: Athletic Shoe: Approved shoe colors:</p> <ul style="list-style-type: none"> • Solid White athletic shoe, white laces, white soles. • Solid Black athletic shoe, black laces, black soles • Solid White athletic shoe, white laces, black soles • Solid Black athletic shoe, black laces, white soles. <p>Dress Shoe/Flat:</p> <ul style="list-style-type: none"> • all white • all navy • all brown • all black <p>BOOTS:</p> <ul style="list-style-type: none"> • Fridays only <p>SOCKS, TIGHTS: Approved colors:</p> <ul style="list-style-type: none"> • Solid white • Solid black • Solid tan/brown 	<p>-For athletic shoes, the only acceptable colors are solid black and solid white. No other color may be present on the shoe or visible on the sides of the sole. If the sole is not the same color as the shoe, laces must match the color of the shoe</p> <p>-heel height for dress shoes on uniform days not to exceed 1inch</p> <p>- socks must not have insignia or logos of any kind</p>
<p>TIES</p> <p><i>All styles, fabrics, and colors must be consistent with the preferred vendor products. If you purchase from a local store, please compare style,</i></p>	<p>Approved colors:</p> <ul style="list-style-type: none"> • Solid navy • Solid black • Mayfair plaid #92 (Educational Outfitters) 	<p>-necktie or bowtie</p> <p>-ties are optional for both boys and girls</p> <p>-must be worn with a button-down shirt only</p>

<i>fabric, and color by using the links provided.</i>		
JEWELRY	<ul style="list-style-type: none"> ● Students may have up to 2 earrings in each ear ● Earring length may be no bigger than 1” length and 1” diameter ● Students may have up to 2 necklaces and 2 bracelets ● No other visible pierced jewelry is allowed ● No visible tattoos or any writing on skin 	
HAIR	<ul style="list-style-type: none"> ● Natural hair color only ● Hair accessories must be blue, white, black, or a neutral color that matches the hair or uniform. ● Hair styles and accessories must not call unnecessary attention to the student ● No hats or bandanas in the classroom or building during school hours 	-novelty headbands are disallowed
ATHLETIC TEAM CLOTHING	<ul style="list-style-type: none"> ● May be worn on game/event days ● Team Hoodies may only be worn on Fridays 	

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- Bottoms must fit appropriately in accordance with the style of the garment. No undergarments may be visible
- All garments should be neat and clean with no rips, tears, or holes, even by design.
- Leggings may be worn with a top that is below-hip or longer.
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- Shoes may be freely chosen on free dress days as long as they meet the requirements consistent with school safety: no sandals, snow boots, flip flops, Crocs, open-toe, clogs, light-up shoes, wheelies, open-heel shoes, or slippers. Heel height may not exceed 2”.
- Hats or caps are not to be worn in the building unless it is part of the special program for the day.

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Special occasions call for special dress. We want our students to enjoy a special time while at the same time dressing appropriately for the occasion. On these occasions, clothing worn by students shall be in good condition, and neat in appearance.

- Dresses may be sleeveless, ‘cold-shoulder’ style, or have spaghetti straps.
- No strapless styles are permitted. A sweater may not be used to cover up a strapless dress.
- Dresses must be no shorter than 4” above the knee.

Attachment C



Monument Academy

Board of Directors Governance and Policy

Policy Area: Administration	Policy #: 1529
Title: Administration of Nonsmokeable Medical Marijuana on School Grounds	Adopted: Revised: Revised:

Issue Statement

Monument Academy believes many children and adolescents with special health care needs are able to attend school because of the effectiveness of their medication. The health circumstances that require medication are diverse. Pharmaceutical innovations and new technologies to deliver them have enabled most medication-dependent students to be mainstreamed into classes with their peers.

Monument Academy wishes to make reasonable accommodations to allow for the safe administration for all prescribed medications including nonsmokeable medical marijuana.

Colorado Revised Statutes (CRS) Requirements

As stated in CRS 22-1-119.3., policy for student possession and administration of prescription medication - rules - definition. (3) (d.5) (i) medical marijuana in a nonsmokeable form shall not be administered at a school pursuant to this subsection (3)(d.5) unless a written plan for the administration of medical marijuana in a nonsmokeable form is agreed to and signed by the school principal or his or her designee and a parent or legal guardian.

The statute goes on to state that a school may adopt policies regarding reasonable parameters of the administration and use of medical marijuana in a nonsmokeable form upon the grounds of the preschool or primary or secondary school in which the student is enrolled.

Policy Concerns

The concern is that Monument Academy may be pressured to administer nonsmokeable medical marijuana to students on campus, in what appears to be direct violation of the Colorado Nurse Practice Act. Due to the wording of this bill is permissive rather than a

mandate, there seems to be some concern that our school nurse will be put between the families of students and his/her professional practice.

While this bill allows the administration of nonsmokeable marijuana on school grounds under state law, it does not address federal law. If federal law were enforced, Monument Academy could lose some or all federal funding.

Policy Statement

- A. Parents/Guardians must submit a written plan for the administration of medical marijuana in a nonsmokeable form and that plan must be agreed to and signed by the School Nurse, Principal, or his or her designee and the parent or legal guardian of the covered student.
- B. Parents/Guardians must submit a written medical marijuana recommendation that includes the signature of the recommending physician and purpose, recommended dosage, frequency, and length of time between dosages of the medical marijuana in a nonsmokeable form to be administered.
- C. Parents/Guardians must submit a written statement releasing the school, and employees and volunteers of the school from liability.
- D. At no time, may any school personnel, including the school nurse or other healthcare professionals or aides administer any form of nonsmokeable medical marijuana to a student on school grounds or at any school-sponsored event.
- E. A student shall not possess or self-administer medical marijuana on school grounds.
- F. A student's parent or a medical professional who accompanies a student to school or to any school-sponsored event shall be permitted to possess and administer nonsmokeable medical marijuana to the student in an appropriate location on school grounds or at any school-sponsored event as stated in the written plan submitted and agreed to item A.
- G. The administering parent must be the student's primary caregiver and/or the administering medical professional must be employed specifically to assist the student in administering medical marijuana.
- H. The location and method of administration of medical marijuana cannot create significant risk to other students.

- I. At no time, may a student's nonsmokeable medical marijuana be stored on school grounds. All doses of the nonsmokeable medical marijuana must be brought onto school grounds by the student's parent or a medical professional and removed after the scheduled dose has been administered.
- J. If the Federal Government requests that the state, district and/or Monument Academy cease and desist execution of activities under this policy at the hazard of losing federal funding, Monument Academy will comply with the federal guidance immediately.

Related Documents

Colorado Revised Statutes, 22-1-119.3
Colorado Revised Statutes, 12-36-102.5
Colorado Revised Statutes, 12-38-103

Points of Contact

The following positions shall serve as points of contact for the enforcement of this policy: President of the Board of Directors and the Executive Director.