

**APPROVED
MONUMENT ACADEMY
BOARD OF DIRECTORS REGULAR MEETING MINUTES**

Jane B. Lundeen Library
November 8, 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 Mark McWilliams.

Members present:

Patrick Hall
Dwayne Cooke
Melanie Strop
Mark McWilliams
Mike Molsen

Others present:

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

Quorum declared.

Excused:
J.W. Boyles

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

C. ADDITIONS TO/APPROVAL OF AGENDA

Mr. McWilliams made a motion to approve the agenda. Mr. Molsen seconded and the motion passed unanimously.

D. CITIZEN'S COMMENTS

None

E. BUSINESS

1. Treasurer's Report – Nancy Tive

Revenue through October 31, 2018 for the 2018/2019 School Year

Revenue for the month ended and the four months ended October 31, 2018 were \$626,567 and \$2,649,466, respectively. This was 35.04% of budgeted revenue, compared to a monthly budgeted amount of \$619,440 and a run rate of 33.33%. The final Per Pupil Revenue and the Capital Construction Grant Revenue were higher than originally budgeted. On the other hand, the revenue from other grants is amortized evenly over a twelve-month period in the monthly budget, but that revenue will be received periodically throughout the fiscal year.

Expenses through October 31, 2018 for the 2018/2019 School Year

For the month ended and four months ended October 31, 2018, MA expended \$614,958 and \$1,919,123, respectively. This was 25.43% of budgeted expenses, compared to a monthly budgeted amount of \$612,417 and a run rate of 33.33%. Expenditures for the Four months ended October 31, 2017 were \$1,891,409 or 26.14% of budget. Expenditure highlights are as follows:

- Special Education Services – The Monthly Actual column includes a reclassification of Counselor services from the Counselor line to the Special Education Services line.
- Cocurricular Activities - Coaching - Coaching is amortized evenly over a twelve-month period in the monthly budget, but those expenses are mostly paid in October and May. Therefore, the monthly actual for Coaching was higher than the budgeted amount.
- Psychologist - There were no expenses in the Monthly Actual column for Psychologist. It was determined that the Psychologist’s expenses should be allocated totally to the Special Education Program.

Net Income (Loss)

Net income for the month of October 2018 was \$11,609 compared to budgeted net income of \$7,022 and compared to a loss of (\$3,976) for the same month last year. Net income for the four months ended October 31, 2018 was \$730,343, compared to \$594,436 for the same period last year.

Reserves

On October 31, 2018, MA maintained a fund balance of \$2,521,905 in the General Fund, as well as \$2,521,905 in its General Fund bank accounts and certificates of deposits. The general fund balance is up \$210,139, or 9.09% from the same period last year.

Building Corporation

Monument Academy Building Corporation made the yearly principal payment of \$390,000 on October 1, 2018. The balance of Bonds Payable is \$12,910,000.

Debt Service per FTE for 2018/2019

	<u>Principle/Interest</u>	<u>Student FTEs</u>	<u>Debt Service per FTE</u>
Monument Academy	\$ 924,788	905.98	\$1,020.76
District 38	\$6,597,796	5,591.02	\$1,178.28

2. November 6th Election Results

The next Governor of Colorado is Jared Polis (D).

In other statewide races, Jena Griswold (D) was elected Secretary of State and Dave Young (D) is our next State Treasurer.

The race for Attorney General between Phil Weiser (D) and George Brauchler (R) is still too close to call with Weiser currently in the lead.

While the Colorado House of Representatives was expected to stay in control of the Democrats by a wide margin, the fate of the Colorado Senate was determined by five races, all of which went to Democratic candidates.

In Senate District 5, Incumbent Kerry Donovan (D) defeated Olen Lund (R).
In Senate District 16, Tammy Story (D) defeated incumbent Tim Neville (R).
In Senate District 20, Jessie Danielson (D) defeated Christine Jensen (R).
In Senate District 22, Brittany Pettersen (D) defeated Tony Sanchez (R).
and in Senate District 24, Faith Winter (D) defeated incumbent Beth Martinez Humenik (R).

The Democrats will hold a majority of 19-16 in the Senate.

The following ballot initiatives passed:

Amendment A – Slavery in Constitution

Amendment W – Judge Retention Language

Amendment X– Hemp Definition

Amendment Y – Independent Redistricting Commission (US Congress)

Amendment Z – Independent Redistricting Commission (State Houses)

Proposition 111 – Payday Loan Limits

The following ballot initiatives failed:

Amendment V – Age for General Assembly

Amendment 73 – Income Tax for Education

Amendment 74 – Compensation for Property

Amendment 75 – Campaign Contribution Limits

Proposition 109 – Transportation Bonds

Proposition 110 – Transportation Bond and Sales Tax Increase

Proposition 112 – Restrictions

Locally

Questions 4A and 4B were defeated by a 68 to 32 margin.

3. Principal's Report – Elizabeth Davis

ELEMENTARY SCHOOL and FACILITIES

- Conducted monthly fire drill
- Conducted lockdown drill with D-38 Safety Officer in attendance
- Participated in 2 P/T conferences
- P/T conference participation as follows:

1 st	81
2 nd	95
3 rd	88
4 th	85
5 th	111
- Safety arrangements for Veteran's Day program
- Met with Safety Solutions group
- 4 disciplinary procedures
- Continuing to teach Character classes in 5th grade
- Conducted 4 field trips during period
- Took 24 pies to the face for the PTO Fun Run 😊
- Reviewed another new math program
- Christa and I are coordinating the Fox 21 Pledge program with Fox and the District
- 1 missing student report (in restroom) 😊

MIDDLE SCHOOL

- Fall Middle School Concerts: Choir, Band, Orchestra
- Facilitated a Parent/Teacher Conference Professional Development
- Parent/Teacher Conferences (approximately 130 families attended)
- Met with 11 middle school students to discuss quarter grades and a plan moving forward (8 eighth graders, 2 seventh graders, 1 sixth grader)
- Taught/Facilitated 4 House Advisory sessions
- Chaired 1 Middle School Lead Teacher Meetings
- 4 parent meetings
- 5 minor disciplinary issues
- Collaborated with student intervention committee (2 meetings)
- Met with, coached, and observed a middle school teacher on an improvement plan
- Second House organized event: Halloween Social
- Planned 3rd PD class for teachers reading the book, "You've Gotta Connect"
- Facilitated organization of Late Fall Sport Pep Assembly

PRINCIPAL'S REPORT

This month can be characterized largely as a "deep data dive" here at Monument Academy. At nearly every level in nearly every department we are looking at student data in a variety of formats and determining next best areas for improvement and enhancement.

The Curriculum and SAAC Committees are focusing their work for the year. Both of those committees will be contributing their insight to this year's Unified Improvement Plan. I have been at the district for a training on writing the UIP and will be including the Deans and the Director of Intervention. The district strategy is to write that document in a series of trainings which is a good strategy and will ensure that our school goals are in line with our students' needs moving forward. I will continue to attend those meetings. Earlier this week, I coordinated this work with the Dean of Elementary, the Dean of Middle School, the Director of Intervention, and the Instructional Coach in order to build the best plan possible for all areas of Monument Academy moving forward.

Finally, I would like to highlight our technology department. We have recently acquired 36 Sphero Robots which are designed to be used at every grade level pre-K through university. These robots are deceptively simple in that they can be used to teach children as young as preschool the logic behind creating computer codes. In fact, we have our preschoolers scheduled this week to take them out for their inaugural voyages. Traci Trimbach and her team are assembling meaningful lessons around sequential logic for our youngest learners. This is key to so much foundational learning and to have this tool is a another powerful way to reinforce the importance of creating and seeing sequences in many different academic areas including both early literacy and numeracy. Our preschool teachers are excited to use this tool. As we get into the 2nd quarter, the Sphero robots will find their way into many lesson plans throughout the building.

On a last and sobering note, recent events in our community remind us how important it is for us each to care for each other. To that end, Jim Cunningham has arranged for an event intended for the entire Monument community which will take place on Nov 7: Navigating Grief and Loss with Monica Meade, LPCC, NCC. As we each have a role to play in the safety and welfare for the entire community, this event is intended to be a public resource for the entire community. I am hopeful that it many will find it to be a helpful resource.

Traci Trimbach, Director of Educational Technology, demonstrated the Spero Robots. She showed a short film of MA kindergarteners using the robots to learn computer coding and problem solving.

4. Executive Director's Report –Don Griffin

Fire Drill – While various types of drills are conducted on a monthly basis, this month's fire drill was outstanding. For the first time, we used a stage prop of a fire to cut access to one of the main stairwells. It required the first grades and half of the middle school students to find an alternate way out of the building. Even with this obstacle, the building was evacuated in 4 minutes and all students and staff were accounted for in 11 minutes.

Investor Visit – Russ Caldwell, MA's Bond Counsel, will be bring a potential bond portfolio manager to visit MA on December 3rd. The visit will be used to secure loan commitments for the construction of the new middle school/high school campus.

Construction Meetings – MA's Builder's Representative, architect, general contract, site developers and MA Administration are meeting weekly at the Tri-Lakes Y to continue to assure an August 2020 opening.

5. Next Meeting – Thursday January 10, 2019 at 6:00p.m.

F. ITEMS REQUIRING BOARD DISCUSSION/ACTION:

1. Discuss/Approve Revision of 2018-2019 Budget

Mrs. Tive presented the proposed revisions to the original 2018-2019 budget:

REVENUES

- Funded pupil count was reduced from 912.82 to 905.98. This decrease was mainly due to actual 5th grade enrollment decreasing from 119 in 17/18 to 113 in 18/19. The original budgeted enrollment was based on rolling forward the 17/18 actual enrollment.
- Per pupil revenue was increased from \$7,638.74 to \$7,730.26, which is the final PPR currently on the CDE website for 2018/2019.
- Capital Construction Revenue was increased to \$266,408 in the revised budget from \$240,774 in the original budget. The original budget's amount was based on 17/18 revenue (before CDE had 18/19 on their website), whereas the revised budget's amount is the amount on CDE's website for 18/19 distributions.
- Total General Fund revenue from all sources equals \$7,657,060, a 1.27% increase from the 2018/2019 revenue per the original budget.

EXPENDITURES

Total General Fund expenditures are budgeted at \$7,657,060, a 1.46% increase from the Original Budgeted Expenditures.

Some Expenditure highlights are as follows:

- An expense was added to cover the purchased services charged by D38 for MA's share of 18/19 districtwide sped costs.
- On the other hand, the Core Instructional Program decreased due to one less kindergarten teacher and due to filling positions with newer teachers.
- The budget for the SPED Program was higher in the original budget than in the revised budget because the original budget had an accounting reclassification of a portion of Core teachers' salaries to SPED salaries.
- The Psychologist's fees were determined to be 100% SPED related for the revised budget.
- The Building Operations Program was decreased in the Repairs & Maintenance Services line because no major projects are anticipated for 18/19. (MA spent \$69,000 for LED lighting in 17/18.)

This budget results in a balanced budget, with Revenue equal to Expenditures.

Mr. Molsen made a motion to approve the revisions to the 2018-2019 budget as presented. Mrs. Strop seconded the motion. Mr. Hall called for a vote. The motion passed unanimously.

The approved revised budget is attached to these minutes as **Appendix A**.

G. Consent Agenda

1. Approve minutes from October 11, 2018 meeting.
2. Committee and other reports (Building/Facilities, Curriculum, RDC, SAAC, Finance, Teacher Reps.).

H. EXECUTIVE SESSION:

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

At 6:34 p.m., Mr. Molsen made a motion, seconded by Mrs. Strop: To meet in Executive session regarding school personnel under C.R.S.24-6-402(4)(f).

Roll call vote was unanimous; the motion carried 5-0.

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

The Board entered executive session at 6:35 p.m.

At 6:50 p.m., Executive Session was adjourned, and Open Session was reconvened in the Library.

I. ADJOURNMENT

The meeting adjourned at 6:51 p.m.

Next Page: Appendix A: Revised 2018-2019 Budget

Appendix A: Revised 2018-2019 Budget

**2018-2019
Revised
Budget
11/8/18**

GENERAL FUND

Students (FPC)	905.98
PPR	7,730.26
Beginning Gen Fund Reserve Balance	1,791,562
General Fund Revenue	
PPR	7,003,461
Full Day Kindergarten Tuition	106,000
Fundraising	6,500
Fees	179,000
State Grants - GT / Cap Constr / READ / ELPA	314,614
Federal Grants - Title II & Title IV	19,569
Building Use Income	1,366
All other sources	<u>26,550</u>
Total Revenue - All Sources	<u>7,657,060</u>
Total Revenue and Beg Fund Balance	<u>9,448,622</u>
General Fund Expenditures	
D38 Purchased Services	150,000
Core Instructional Program	2,422,574
RTI	131,630
Federal Grants	19,569
Gifted & Talented Program	16,668
Art Program	138,124
ELL Program	50,473
Drama	47,979
Foreign Language Program	139,579
Physical Education Program	112,283
Fine Arts Program	252,476
Technology ED Program	286,632
SPEd Program	662,806
Cocurricular Activities - Coaching	37,891
Social Work Services	13,874
Health Services	71,845
Counselor	33,900
Psychologist	-
Curriculum	29,528
Assessment & Testing	56,512
Library Services	79,611
Athletic Director	40,592
Board of Education	200
General Administration	146,240
Legal Services, Audit Services, Fingerprinting	41,350
School Administration	585,775
Business	269,030
Building Operations	593,284
Building Rentals	949,718
Grounds Services	29,672
Communication and Marketing	10,944
Technology	174,334
Risk Management	<u>61,968</u>
Total Expenditures	7,657,060
Revenue less Expenditures	<u>(0)</u>
Fund Balance	<u><u>1,791,563</u></u>