

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

Thursday, January 14th, 2021 at 6:00 pm
Virtual Zoom Meeting
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 6:03 pm, led the pledge of allegiance and read the MA Mission Statement. Roll call was taken and all present are noted below.

Board Members in Attendance:

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

Others in Attendance:

- 1.) Mrs. Herrera
- 2.) Mrs. Seymour
- 3.) Mr. Brocklehurst
- 4.) Mrs. Zarkovacki
- 5.) Mrs. Torrence
- 6.) Mrs. Stoltenberg
- 7.) Mrs. Curtis
- 8.) Mrs. Patterson
- 9.) Mrs. Maddox

- B. ADDITIONS TO/APPROVAL OF AGENDA:** Mrs. St. Aubyn motioned to approve the agenda as is. Mr. Graham 2nd the motion, roll call taken, motion passed.

- C. CITIZEN'S COMMENTS PERTAINING TO AGENDA ITEMS RECEIVED VIA EMAIL:** There were not citizen comments

- D. BUSINESS:** (please refer to the livestream recording for full meeting detail <https://www.youtube.com/watch?v=JU1243ZGGNc>)

- a. **Treasurer's Report:** Mr. Brocklehurst, presented the financials for December 2020. Mr. Graham affirmed that MA is right on point with where it should be. Mr. Brocklehurst shared the Revised Budget 20/21 Executive summary. Shared that MA was able to shift \$50k to the marketing budget from underutilized categories. Mr. Dole asked if there are some dollars MA is still hoping to recoup? Mr. Brocklehurst confirmed that we are hoping to recoup some funds for year 0 of our grant. For year 1 MA still has some dollars to spend and is working with CDE on this. There will be more dollars coming down to schools from the 2nd stimulus which may impact this year's budget. Mr. Graham discussed the fact that MA has used all of the COVID funds, asked if MA will be audited. Mr. Brocklehurst confirmed that MA/D38 is currently in that audit process. MA is included with the district. See MA YouTube recording for full discussion.
- b. **Elementary Principal's Report:** Principal Richardson was not able to attend and report due to being under the weather.
- c. **Registrar Report:** Mrs. Zarkovacki reported on enrollment efforts. Mrs. Zarkovacki shared current MA enrollment numbers. Focused on intent to enroll forms and choice enrollment. Offers to new families go out in the middle of February. Mrs. Strop and Mrs. Zarkovacki discussed enrollment

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information with regards to the secondary school. Also discussed the max capacity of MA and the intent to enroll forms that have been sent out and returned. Mrs. Zarkovacki shared the numbers per grade. Mrs. Stropp shared the need for MA to obtain more students to get back on track with the budget. The MA Board has set the goal of 250 students to be added. What does MA need from the Board to achieve this goal? Mrs. Zarkovacki shared various reasons she has heard, why families don't come to MA: families need a bus, families need before/after care, upper level MA hears that families want more opportunities. Mrs. St. Aubyn, shared that the board was asked the following question: "Is MA able to offer 11th or 12th grade next year?" Mrs. Zarkovacki shared that currently MA has not had any interest in these grade levels and also informed the Board of the amount of students that would be needed to warrant adding on these grades. Discussion continued with Mrs. Herrera informing the board of the consequential need for building the 2nd wing to accommodate these upper grade levels and highlighted the need this brings for the Academic Counselor. Mrs. St. Aubyn relayed that 1268 is the max capacity of MA. Mrs. Zarkovacki shared the best path to reach this goal is retention. Mr. Graham shared the need to get more specific on what grade levels MA needs to focus on. Mrs. St. Aubyn talked about the need to bolster our Middle School in order to draw more new students. Mrs. Herrera talked on the importance of finding different ways to grow the Middle School as a means for attracting new students. Mrs. Zarkovacki shared that MA has a very good retention rate. She also shared reasons why families are coming to MA: "for the teaching style, the teacher dedication, the higher academic rigor and the character education". Further discussion was had on this subject. Please refer to the MA YouTube page for full detail discussion.

- d. **Marketing Report:** Mrs. Torrence shared on the marketing efforts. Mrs. Strop asked where MA is seeing the need and demand. Mrs. Torrence shared that MA gets students from mostly neighboring areas. Having the support of the Board has been huge and encouraged the continued support in pushing community engagement and the work in the budget has been very helpful. Mrs. St. Aubyn asked if MA is able to start doing in person tours on Fridays as COVID #'s begin decreasing? Mrs. Herrera shared that MA is discussing this currently as a possibility. Reaffirmed MA's main priority as keeping the kids in school and the subsequent need to remain vigilant in limiting school access to the general public. Mrs. Torrence informed that MA currently has a teletour, zoom info nights and zoom presentations one-to-one. Parents have expressed appreciation for the fact that MA has kept in-person learning as a paramount priority. Mrs. St. Aubyn shared that one of the main aspects new families like is the warmth of MA and she's looking forward to when MA can get back to in-person tours. Mr. Dole discussed the issue of the MA bus as a means to attract more families. MA needs about \$4k more to obtain a bus and then hiring the bus driver. Further discussion was had on this subject. Mrs. St. Aubyn recommended the board table this discussion and recommended a work session on the topic. A Board Work session has been scheduled for 01.27.2021 to continue looking into the bus/transportation viability. Please refer to the MA YouTube page for full detail discussion.
- e. **Middle School Principal's Report:** Principal Seymour shared her report with the Board. She presented the Vision Statement to the board for review and approval. The vision statement work began in 2018. It was a collaboration effort between the teachers and administration, with the goal of bringing greater unity and focus to the organization. Principal Seymour briefly discussed the work being done on the UIP. She also shared that the December SAAC meeting focused on data info from the tests and the parent survey results.

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- f. **COO Report:** Mrs. Herrera shared her report with the Board. She discussed the recent work and discussion on the HWY 105 expansion and how they will be working with MA on the car line organization during this project. MA is looking at utilizing more traffic space within its current location. Their engineers are working on this with MA. Mrs. St. Aubyn shared the parents' concerns about how this impacts current families and traffic. Parents are welcome to give input on this subject. The next meeting is TBD. Mrs. Herrera will update on the next meeting that will take place. Mrs. Buzzell reported on the policies for review and the calendar needing to be approved. 1511 Will be updated from vision to mission statement. Shared on the CO Family leave Act and Staff Leave. Also to change the revision date to today's date. 21-22 Calendar was reviewed for approval. Mrs. Strop informed that the August Board Meeting needs to be added to this calendar. Also recommended some other minor changes be made. Board to schedule a June Work session and take July off. MA Board will begin asking for volunteers in March/April, vote is in May. See MA YouTube recording for full detail.
- g. **Governance Committee Report:** Mrs. Strop briefly shared an update on 1511 update and 1500 a & b, informed work is still in progress here. This report was mostly covered with Sherry during the COO report. See MA YouTube recording for full detail.
- h. **SAAC West Report:** Mr. Dole shared the SAAC West parent survey results. Mr. Dole inquired as to when the board will be able to discuss the future plan of the 4 learning options. He emphasized the need to discuss the strain these 4 options put on our staff. Asked that the Board commit to keeping this on the radar. Mrs. Herrera discussed the original plans of the 4 options. Acknowledged the heavy burden these options are on our staff. The hope is that MA will be able to make the necessary adjustments as soon as possible. This will come down to what MA will be required to do by the state. The Board will look again at this in May (need to discuss options). See MA YouTube recording for full detail.
- i. **SAAC East Report:** Mrs. McCuen shared her report with the board.
- j. **Finance Committee Report:** Mr. Graham reported throughout the meeting and during Mr. Brocklehurst's reporting. Nothing further to report.
- k. **PTO West Report:** Mrs. Stoltenberg shared her report.
- l. **PTO East Report:** Mrs. Curtis shared her report.
- m. **Teacher Representative Update:** Mrs. Strop started out asking about the capacity in teacher classrooms currently, what is a good number and what's doable. Mrs. Patterson and Mrs. Maddox both shared a max capacity would be 25, less would be better. Mrs. Patterson shared that the elementary specials are a unique situation. Expressed appreciation for the Christmas bonuses and the boost this precipitated for the staff. Mrs. St. Aubyn confirmed that MA is governed by its bylaws at 24 student/class capacity. Mrs. St. Aubyn inquired what the teachers are thinking regarding the vaccination? Mrs. Maddox shared its varied opinions amongst the teachers. See MA YouTube recording for detail. Mrs. Herrera confirmed that education now has precedent and data for the learning options and will continue looking to amend these options as soon as MA is able.

E. ITEMS REQUIRING BOARD DISCUSSION/ACTION:

- a. **Revised Budget** - review for approval, Mrs. Strop motioned to approve, Mr. Graham 2nd the motion, roll call taken, motion passed
- b. **Vision Statement** - review for approval, Mrs. Strop motioned to approve, Mrs. St. Aubyn 2nd the motion, roll call taken, motion passed

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- c. **MA Financial Officer role** - review for approval. It was determined further work to clarify this role is needed. Mrs. St. Aubyn motioned to direct the governance committee to move forward on putting together an organizational change re: the CFO position and job description, Mr. Graham 2nd the motion, roll taken, motion passed.
- d. **Staff Policy Amendment to the handbook** - review for approval, Mrs. St. Aubyn motioned to approve, Mrs. Strop 2nd the motion, roll call taken, motion passed
- e. **2021-2022 Calendar** - review for approval, Mrs. St. Aubyn motioned to approve the calendar with the recommended changes (Board Meeting in August, changing Jan 3 to day off and teacher work day on Jan 4 and Jan 5 students back, and 4/15 as is), Mr. Dole 2nd the motion, roll call taken motion passed

F. CONSENT AGENDA:

- a. Approve minutes from: 01.06.2021 Work Session, Mr. Dole motioned to approve, Mr. Graham 2nd the motion, roll call taken, motion passed.
- b. Approve minutes from: 12.10.2020 Board Meeting, Mr. Dole motioned to approve, Mr. Graham 2nd the motion, roll call taken, motion passed.
- c. Approve next meeting: 02.11.2021 Mrs. St. Aubyn motioned to approve, Mr. Graham 2nd the motion, roll call taken, motion passed.
- d. Approve work session scheduled on 01.27.2021 at 8:30 am - 10:30 am, virtual meeting to discuss marketing and bus discussion and enrollment.

G. ADJOURNMENT: Mrs. Strop called the meeting to adjourn at 9:06 pm