

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

May 12, 2022 at 6pm MST
Monument Academy East Campus Gymnasium

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/MISSION STATEMENT/PLEDGE OF ALLEGIANCE/ROLL CALL/QUORUM

Mr. Graham called the meeting to order at 6pm, read the mission statement, led the Pledge of Allegiance, took roll call, and declared a quorum.

Board Members in Attendance:

Mr. Buczkowski
Mrs. Clinton
Mr. Dole
Mrs. McCuen
Mrs. St. Aubyn (arrived at 6:03pm)
Mr. Graham

Others in Attendance:

Mr. Holmes
Mr. Brocklehurst
Mrs. Duca
Mr. Walker

B. ADDITIONS TO/APPROVAL OF AGENDA: Mrs. Clinton motioned to approve the addition of a teacher statement to be made right before the school spotlight. Mr. Dole second and motion was approved.

C. TEACHER STATEMENT: Mr. Karl Brown, MA East Science teacher, presented a heartfelt thank you and gift to Josh and Wendy Brethauer in honor of their leadership and the work the fundraising committee accomplished to provide teacher bonuses.

D. SCHOOL SPOTLIGHT: Mrs. Kyle Hall (1st Grade Teacher) and Mrs. Sandy Coyne (4th grade para) were honored for their dedication to MA and their love of helping guide young students to academic success.

E. CITIZEN’S COMMENTS PERTAINING TO AGENDA ITEMS *Limit 3 minutes per person*

- a. Mrs. Kim Stoltenberg spoke of her concern regarding the changes to the ESS department on the proposed organizational chart.

F. CONSENT AGENDA:

- a. Minutes from April 14th and April 21st were approved as distributed.
- b. The next regular session meeting date of June 9th at 6pm at the East Campus was approved with unanimous consent.

G. REPORTS OF ADMINISTRATION & COMMITTEES:

- a. COO: Mr. Holmes:
 - i. Please see attached for full COO report. The Watch D.O.G.S. program will be back for next year after concerns that it was being dissolved nationally.
- b. CFO: Mr. Brocklehurst: Please see attached for full report.
- c. Committees
 - i. Highway 105 Committee Report: Mrs. St. Aubyn
 - 1. We are still waiting for our permit to be approved and for construction bids to come in. The due date for the RFP and IFB is May 16th. A special meeting will need to be scheduled to discuss those bids.

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- ii. Curriculum: Mrs. Clinton: No report
- iii. SAAC – West: Mrs. St. Aubyn: Committee met twice in May to review the survey results and put together a letter with recommendations. Very positive survey results. See attached end of year letter.
- iv. SAAC – East: Mrs. McCuen: Committee is reviewing the survey results. This survey had only 1/3 participation compared to the mid-year survey. A letter with recommendations will be available at the June meeting.
- v. Governance: Mr. Graham: Committee met last month. There are four policies to present tonight.
- vi. Finance: Mr. Dole – The committee is focused on the 22-23 budget. Important numbers for the community to keep in mind: Need to raise \$720K to close the teacher pay gap compared to D38. The Board must fundraise \$354K through the resource development committee. \$160K is being used from reserves and needs to be replenished. \$85K for each SRO if wanting one per campus.
- vii. Buildings & Facilities: Mr. Buczkowski – No report
- viii. Volunteer: Mrs. Clinton: No report
- ix. RDC: Mrs. St. Aubyn: A big goal for this committee is implementing the pledge program. Mrs. St. Aubyn recommended that we add a development officer position to the organizational chart. This would be a person dedicated to fundraising for the school. Further discussion in below under item H.e. Josh and Wendy Brethauers offered to work on a commercial to send out to the community as parents speaking to parents regarding the fundraising needs.

H. ITEMS REQUIRING BOARD DISCUSSION/ACTION:

- a. Future recording/uploading of Board Meetings:
 - i. Mrs. Clinton motioned that we return to recording our meetings and upload within 72 hours with the option to livestream if assistance can be provided by the tech department. Mrs. McCuen seconded the motion. Mrs. McCuen tabled the motion. This issue will be further discussed at the May 31st retreat with new board members in attendance.
- b. Policy Review
 - 1519 (Advertising Policy)
 - 1520 (Public Comment to the Board)
 - 1521 (Student Fees and Instructional Fees)
 - 1523 (Class Size Policy)

Mrs. St. Aubyn motioned to approve the changes in policies 1519, 1520, 1521 and 1523 as proposed by the governance committee. Mr. Buckowski second. Motion passes unanimously. Click here to review approved policies: [Board Policies – Monument Academy](#)
- c. East Campus Parent Handbook Review
 - i. Mr. Holmes and Mrs. Leone reviewed the current handbook and highlighted some areas they want to consider revising. The redlines provided are a first look to give the board an opportunity to comment and provide suggestions as well. Mr. Graham motioned the board establish a temporary student/parent handbook committee for the purposes of student/parent handbook review comprised of Misty McCuen and Lindsay Clinton. Mrs. McCuen second. Motion passed unanimously.
- d. Organizational Chart

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- i. Mr. Holmes collected feedback on the draft organizational chart from East Campus Staff.
 - 1. The Board received concerned feedback regarding the changes to the ESS department. After much discussion, it was agreed that Mr. Holmes would approach Mr. Rick Frampton, ESS Director for D38, about holding a meeting with ESS families to answer questions. The Board is to be notified of the date and time so that two members can attend.
 - 2. Athletic Director/Dean: Will be a full-time position and cover both MS and HS. Sports being offered next Fall include Boys Basketball, Girls Volleyball, Track & Cross Country, Boys and Girls Golf, hoping to add Girls Basketball if there is enough participation. The new Athletic Director/Dean will conduct polling of 5th-8th graders to see what sports they would like to see by high school so it can be planned for. Per the MA contract with District 38, MA students are allowed to try out for sports at other district schools and MA will accommodate needs for practices, early dismissals to the best extent possible. Monument Academy will help advertise those sports from the area district schools, but it is the responsibility of parents to pursue attending information sessions and try outs with their students.
 - 3. Development Officer: Mrs. St. Aubyn asked that the finance committee to explore the option and the impact to the bottom line of hiring a full time or part time development officer.
 - 4. Counselor position: The high school counselor is a special process that includes mental health and college prep which is why it is listed separately. The Mental Health Team/Social Worker all fall under the ESS department which includes the middle school counselor.
 - 5. Mr. Dole motioned the board of directors add the term non-classified alongside classified staff of each elementary, middle, and high school notation on the organizational chart presented. Mrs. St. Aubyn second. Motion passes unanimously.
 - 6. Mr. Dole motioned to approve the Monument Academy organizational chart for the 2022-23 school year as presented this evening. Mrs. Clinton second. Motion passes unanimously.
- e. Teacher Pay Scale
 - i. Mr. Dole motioned that effective immediately we pull down from the website the MA new hire payscale proposal that is currently listed. Mrs. St. Aubyn second. Mr. Dole commented that the new hire teacher pay scale currently on the website was listed in 2016 and has created confusion. Mr. Holmes will develop a committee (including parents and teaching staff) on how to value each component and put together a more definitive pay scale. This would be a 6–9 month process. An initial proposal will be provided at the June Board Meeting. Motion carries unanimously.
- f. 2022-2023 School Calendar

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- i. Changes were made removing the alternate block day schedule as well as having new teachers report to work on August 1st. Mrs. St. Aubyn motioned to approve the revised 2022-2023 calendar. Mrs. McCuen second. Motion carries unanimously.
- g. FASTER Survey Results
 - i. Mr. Graham proposed the Board take time to review and digest the results. This will be discussed at the board retreat and brought back to the open session meeting on June 9th.
- h. Board Café Chat
 - i. Board/Parent chats will not be scheduled over the summer. Will resume in August.

I. BOARD COMMENTS/ANNOUNCEMENTS:

- a. An anonymous private donation of \$6000 was given to the school to be distributed in \$200 increments to each of the 30 paras. Those checks were handed out May 12th.
- b. Parents interested in serving on the West or East SAAC committees should email Ms. Barrette or Mrs. Duca. The committee also requests one non-MA associated community member for each campus.
- c. Mr. Dole recognized the amazing work done by the 4th grade team accomplishing Colorado History night.
- d. Request to be praying for those near the fires. Praying for first responders.

J. NEW BUSINESS: None

K. ADJOURNMENT : Mrs. St. Aubyn motioned to adjourn. Mr. Graham second. Meeting was adjourned at 9:31pm.

L. CITIZEN COMMENTS NOT PERTAINING TO AGENDA ITEMS: None

COO Report – May 2022

We continue to work toward a great finish to the 2021-22 school year.

Watch DOGS program has been dissolved at the national level. We are in the process of re-forming it for MA. This will likely require a new name for the organization. It also allows us to be creative with the program to ensure that it meets the needs of MA.

The 5th grade class was invited to participate in a “Sneak Peak” of what 6th grade will be like. This was held Friday, April 22nd, in the afternoon. There is lots of energy and excitement in the class and staff about the future of middle school.

I attended the Legislative Council meeting of CHSAA in April. This is part of the application process to become a CHSAA member. CHSAA sponsors activities for High School’s in Colorado: including athletics, music, speech & debate, and student leadership. We will officially apply in February of 2023 for membership.

The hiring process continues as we interview candidates to select the best teachers and staff possible for Monument Academy. We are hiring some great people that want to be part of the Monument staff. Our admin team has been planning for a fantastic start to next year, with input from current teachers on what they need to continue to provide out-standing education to MA students. Capturing Kids’ Hearts for new teachers is scheduled for August 4-5, 2023.

Enrollment for next year is still 25+ students under our goal, but we continue to add students. Tours are not as full as earlier in the year, but there is still interest. We need to find a way to keep more of our 8th grade students for Freshman year. Additional facilities are part of that, but we need to implement a concerted effort. I’ll be asking for some current 7th grade parents to volunteer time, talent, and/or ideas on how we can change the “norm”.

East Campus

Middle School students completed their CMAS testing for the State of Colorado. My hope is that this system will be evaluated and simplified in the near future so that we get results back in a more timely manner, allowing for test results to be used to drive instruction.

High School students completed PSAT (pre-SAT) testing. This test gives students a prediction of how they will do on the SAT test in the future. It also allows us to see what their strengths and challenges are as we move into next year.

Our Middle School track teams continue to have a great season, winning several meets. The C-CAL league championship meet will be held this Saturday at James Irwin.

HS registration forms have gone out and are back. MS elective selection forms were sent out this week also. Both are up and available on the website.

West Campus

We had our principal of the day on April 25th. The two Warren children shared the responsibilities as they shadowed both Mr. Walker and Ms. Barrette. Their rule for the day was no homework. Students all over the building could be heard cheering. This was a fun day for all.

5th Grade put on the musical, "Rats" directed by our music teacher, Ms. Benz.

Our 4th grade had an awesome Colorado History day with a wax museum night where historical figures came to life to tell about their lives.

First grade ended our Core Knowledge days with their unit on Mexico. Thanks to the parents who help decorate the hallways to make everything festive.

Our PTO is providing our staff a luncheon on Friday with gifts and we'll end the week recognizing those retiring and moving out of state or to other adventures. We will celebrate the close of this year as we start planning for the next school year.

CFO's Report

April 30, 2022

A. FINANCIAL RESULTS BY MONTH AND YEAR-TO-DATE

a. Revenue through April 30, 2022 for the 2021/2022 School Year

Primary School (919):

Revenue for the month ended and ten months ended April 30, 2022 was \$503,698 and \$5,083,971, respectively. This is 81% of budgeted revenue, compared to a monthly budgeted amount of \$ 523,358 and a run rate of 83%.

Secondary School (939):

Revenue for the month ended and ten months ended April 30, 2022 was \$356,083 and \$3,596,222, respectively. This is 72% of budgeted revenue, compared to a monthly budgeted amount of \$ 417,706 and a run rate of 83%.

Combined:

Revenue for the month ended and ten months ended April 30, 2022 was \$859,781 and \$8,680,193, respectively. This is 77% of budgeted revenue, compared to a monthly budgeted amount of \$941,063 and a run rate of 83%. Budget variances are due to the following: Reimbursements from the CCSP grant and ESSER funds will occur in batches throughout the year, resulting in some months with lower revenue and some months with higher revenue.

b. Expenses through April 30, 2022 for the 2021/2022 School Year

Primary School (919):

Expenses for the month ended and ten months ended April 30, 2022, were \$474,045 and \$4,652,414, respectively, which equates to 74% of budgeted expenses, compared to a monthly budgeted amount of \$523,358 and a run rate of 83%.

Secondary School (939):

Expenses for the month ended and ten months ended April 30, 2022, were \$410,402 and \$3,415,610, respectively, which equates to 68% of budgeted expenses, compared to a monthly budgeted amount of \$417,706 and a run rate of 83%.

Combined:

Expenses for the month ended and ten months ended April 30, 2022, were \$884,448 and \$8,068,024, respectively, which equates to 71% of budgeted expenses, compared to a monthly budgeted amount of \$941,063 and a run rate of 83%. Expenditures for the same periods last year were \$729,609 and \$7,054,102, respectively. Budget variances are due to the following: Purchased Services and Repairs expenditures were lower than the monthly budget.

c. Net (Loss) Income

Primary School (919):

Net income for the month ended and ten months ended April \$29,652 and \$431,557, respectively. Budgeted net income for the month ended April 30, 2022 was \$0.

Secondary School (939):

Net (loss) income for the month ended and ten months ended April 30, 2022 was \$(54,319) and \$180,611, respectively. Budgeted net income for the month ended April 30, 2022 was \$0.

Combined:

Net (loss) income for the month ended and ten months ended April 30, 2022 was \$(24,667) and \$612,168, respectively. Budgeted net income for the month ended April 30, 2022 was \$0. Net income was \$364,947 for the same period last year.

B. FINANCIAL HIGHLIGHTS/INFORMATION

- a. Answering questions for potential Construction Managers and Construction Companies for the Recirculation plan. In mid-May, MA should have proposals and bids to review for the work.
- b. Reviewed and submitted IRS form 990s for MA, MAF and MABC, filings
- c. Interviewed candidates for the replacement of our current Business Manager, who is retiring at the end of the FY. Hired a Business Manager and working to coordinate a transition of work over the next couple months.
- d. Finalized Year 2 revised budget for the CCSP grant. We worked with CDE to identify what areas we could spend grant funds, while continuing to comply with the original grant goals. The process was complicated by the lower than originally projected High School enrollment.
- e. Completed application for transmission codes to submit Affordable Care Act Information Returns (AIR) electronically.
- f. Assisted with teacher bonus payroll setup and processing

C. REPORTS, GRAPHS and/or METRICS SUBMITTED

- a. April 2022 GF Balance Sheets pdf
- b. April 2022 GF Income Statement pdf
- c. April 2022 Expenditure Budget vs Actual – 919 pdf
- d. April 2022 Expenditure Budget vs Actual – 939 pdf
- e. April 2022 Revenue Budget vs Actual – 919 pdf
- f. April 2022 Revenue Budget vs Actual – 939 pdf

Respectfully submitted,

Marc Brocklehurst, CPA
Monument Academy – Chief Financial Officer

Dear Monument Academy Board of Directors (Board) and Administration,

The Monument Academy (MA West) School Accountability Advisory Committee for the Elementary Campus (SAAC West) completed a end-of-year parent survey in April and reviewed its results at its May meeting. After discussion, the committee would like to make the following statements and/or recommendations to the Board.

It is important to note that this survey had 35% participation from the MA West parents (158 responses) with the majority of questions rating 90% or higher in satisfaction. Among the long list of praised responses received were for the MA's teachers, staff, administration, challenging academics, wonderful atmosphere, parental choice on masks, communication, PTO events, opportunities for parent's voices to be heard, and volunteer opportunities.

The end-of-year survey showed that top concerns among the parents were the Teacher/Staff Morale, the hope to see continued growth in the clubs/extracurricular activities, improved character development, and the schools finances.

First, the committee is pleased to learn that we were able to raise \$154,000 from the "Invest In Tomorrow" event and out of those funds teachers received a bonus of \$1,200. We are so pleased at the amount of community support that was drawn in to help with this event and it just shows how dedicated the parents are to making sure our school is safe and how important the staff and teachers are to the parents. We discussed possibly looking into allowing more fundraising for this throughout the year and possibly starting a "monthly" donation to help boost salaries and morale.

Secondly, we are pleased that so many extracurricular clubs have been started and hope that this will continue to grow throughout the next year. We appreciate the effort the Board and Administration have put forth, as well as the support from teachers and staff, to reactivate these opportunities and keep them going strong.

And lastly, with regards to the concern for building student character, we were informed that MA West is revamping a new character education program next year. We do not have all the details yet but were told it will conform better to our trivium: grammar, rhetoric, and logic. This will be fundamentally more age appropriate and will grow as they get older, such as, elementary learns it, middle school applies it, and high school lives it. We are so thankful that we have a staff as concerned with building our children's character as we the parents are and as they grow into the future our hope is that their character will flourish at MA West.

SAAC West would like to let the MA West community know that their voices are heard through these surveys and appreciates the time they put into responding and that each voice matters in helping build our excellent educational experience at Monument Academy.

Best Regards,
Christy Musser
SAAC Vice Chair