

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

Minutes from August 11, 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**

- a. 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.
  - i. Board Members in attendance: Emily Belisle, Joe Buczkowski, Craig Carle, Lindsay Clinton, Misty McCuen, Danny O’Brien, Ryan Graham,
  - ii. Others in attendance: Merlin Holmes, Marc Brocklehurst, Kurt Walker, Collin Vinchattle

**B. ADDITIONS TO/APPROVAL OF AGENDA:**

- a. Mr. Graham had an addition to the agenda; he moved that the minutes from the July 14<sup>th</sup> meeting not be approved at this time because the electronic distribution of those minutes were incomplete. He proposed that those minutes could be reviewed and approved at the next regular session. Mr. Buczkowski seconded the motion and it passed unanimously.

**C. SCHOOL SPOTLIGHT**

- a. Mrs. Clinton reminded the community to please submit nominees to the board for members of our school community (teacher, staff or parent) who have gone above and beyond in their service to our school. The school spotlight recipients will be honored at the beginning of regular board meetings. The community can submit nominees to [board@monumentacademy.net](mailto:board@monumentacademy.net).

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

- a. None

**E. CONSENT AGENDA:**

- a. Minutes from July 22, July 25 and Aug 1 meetings were approved as distributed.
- b. The next regular session meeting date of September 8 at 6pm at the East Campus was approved with unanimous consent.

**F. REPORTS OF ADMINISTRATION & COMMITTEES:**

- a. COO Report: Mr.Holmes read his monthly report (attached)
- b. CFO Report: Mr.Brocklehurst read his monthly report (attached)
- c. Committees:
  - i. Highway 105 Committee Report: Mr. Graham states MA has received no bids for the recirculation project. Mr.Brocklehurst says the county is assisting us in getting our request to our a larger audience. The project in all likelihood will be pushed to the summer of 2023. The neighboring church has graciously agreed to continue sharing their exit to 105 with MA for the 22-23 school year. We will continue to seek bids from contractors.
  - ii. Curriculum: no report.
  - iii. SAAC – West: no report.
  - iv. SAAC – East: Mrs. McCuen announced that the next meeting will be held on Tuesday, August 30 to begin work on the Unified Improvement Plan. Mrs. McCuen says SAAC

East is great opportunity for parents to get involved. More information will be shared in school emails or Lynx News.

- v. Governance: no report.
- vi. Finance: Mr. Buczkowski reports that committee met on Tuesday, Aug 9 and on July 29<sup>th</sup>. Jake Dicus has been hired as the new manager of development and mission engagement. The committee discussed the priorities for Mr. Dicus' fundraising efforts and how those efforts would be tracked and managed. Phase II project holds a lot of promise especially if the upcoming MLO is successful. However, there will be still options for Phase II if the MLO is unsuccessful.
- vii. Buildings & Facilities: Mr. O'Brien announced that the free vulnerability assessment from the Colorado Department of Education will be conducted on both campuses on September 1<sup>st</sup>.
- viii. Volunteer Committee: Mrs. Clinton reports that the onboarding of volunteers with our Track-it-Forward system as well as the legal documents that volunteers must sign will be available to our community at the upcoming meet-the-teacher event.
- ix. Resource Development Committee: Mrs. Clinton reports the planning for the year's fundraising events are underway as well as how those events will overlap with some of Mr. Dicus' roles and responsibilities.

#### **G. ITEMS REQUIRING BOARD DISCUSSION/ACTION:**

- a. ES Parent/Student Handbook Admin Redlines – there was robust discussion, information shared and questions answered by board members and admin regarding the updates for the west campus handbook. Mr. Graham then moved that the board approve the 2022-2023 Elementary Student/Parent Handbook for Monument Academy with direction to administration to bring further clarification to:
  - 1. page 11 early dismissal
  - 2. page 12 pre-arranged absence
  - 3. page 15 early release student
  - 4. page 17 strike-through of suggested donation
  - 5. page 35 DAR process and parent notificationMrs. McCuen seconded the motion. The motion passed unanimously.
- b. MS/HS Parent/Student Handbook Admin Redlines - there was robust discussion, information shared and questions answered by board members and admin regarding the updates for the east campus handbook. Mr. Graham moved that the board approve the 2022-2023 Student/Parent Handbook for Monument Academy (East Campus) with direction to admin for further clarification and expansion on:
  - 1. Page 4 Title 9
  - 2. Page 11-12 pre-arranged absence
  - 3. page 17 strike-through of suggested donation
  - 4. page 23 school supplies
  - 5. page 29 peak system
  - 6. page 30 grade updates
  - 7. page 35 organization of #1 under "Core beliefs"
  - 8. page 35 behavioral expectations and consequences
  - 9. Page 36 expansion of expulsion, bullying, violence, harassment with potential verbiage to include theft, vandalism
  - 10. page 47 and 51 volunteer and volunteer guidelines
  - 11. page 48 confidential information
  - 12. Early release and doctor notes no page number.

Mrs. Clinton seconded the motion. Mr. Graham called for discussion. Mr. O'Brien questioned the need to add the enforcement policy for cell-phone use and made motion to include an amendment to the original motion. Mr. O'Brien withdrew his motion. There were no objections. Mr. Graham called for a vote and the original motion passed unanimously.

- c. Leading Edge MOU –
  - i. Mr. Holmes said the MOU has not yet been presented for legal review. He also states that M.A. still needs licensing from the state. Regardless of the program start date,

Mr. Holmes believes MA interest in this program will still be strong. Mr. Graham recommends that legal counsel review the MOU. Mr. Walker says that the program will be capped at 75 students and will serve kids from ages 5-12. Mr. Walker states that Leading Edge will utilize their own HR process which includes a background check on their employees. Mr. Walker states there will only be 2 access keycards given to Leading Edge with pre-set time limits. Mr. Walker also states that Leading Edge is the company that District 38 utilizes for their before and after care. Pending legal review of the MOU, the plan is to adopt the MOU at the September 8<sup>th</sup> board meeting.

- d. School Calendar Additions – Mrs. Clinton would like to add the two main MA fundraisers to the official school calendar: Grandparents Day on Nov. 4<sup>th</sup> and the gala-type fundraiser on April 20<sup>th</sup>. Mr. Vinchattle stated that the school is transitioning to a school-wide (both campuses) calendar and that Wendy Brethauer would need to reach out to any admin to have those dates included.
- e. Board Vacancy – Mr. Graham stated that in accordance with article 3, section 3.3 of the bylaws of M.A. he received written notice on August 9<sup>th</sup> that Misty McCuen would be resigning her board of directors’ seat effective August 12<sup>th</sup>. Mrs. McCuen shared her heartfelt remarks regarding her resignation. Per with article 3, section 3.3 of the bylaws, Mr. Graham moved that the Vice President in accordance with her duties and responsibilities of board elections notify the MA community of the following: (1) the board vacancy that needs to be filled through June 30, 2023, (2) the eligibility requirements for candidates, (3) the web form link under 1514b attachment A for purposes of candidate submission, (4) a general timeline of the appointment process. Mrs. Clinton seconded the motion. It passed unanimously. Mr. Graham then moved that the board vacancy timeline be as follows: (1) open and receive candidate submissions through August 31, 2022, (2) call a special meeting September 1<sup>st</sup> for the purposes of a board Q&A with the candidates if and only if there are two or more candidate submissions, (3) at our regularly scheduled meeting on September 8<sup>th</sup>, appoint the director position through affirmative vote of the majority of the remaining directors. Mrs. McCuen seconded the motion. The motion passed unanimously.

**H. BOARD COMMENTS/ANNOUNCEMENTS** - none

- I. NEW BUSINESS** – Mr. Graham notated to the Secretary that for the September 8<sup>th</sup> agenda, the board needs to add the July 14, 2022 minutes to the consent agenda. The board also needs to add the Leading Edge MOU and a vote for the new appointed board member. Mrs. Clinton asked Mr. Holmes if there would be an update on Phase II, and he said that could be a part of the finance committee report.

**J. MOTION TO ADJOURN TO EXECUTIVE SESSION:**

- a. Mrs. Clinton moved we adjourn to Executive Session pursuant to C.R.S. 24-6-402(4)(b, d & f) for discussion of specialized details of security arrangements and to discuss COO job performance relative to action taken on August 1st, 2022 and to receive legal advice on specific legal matters regarding student issues and related to the aforementioned topics. Mrs. Belisle seconded the motion and it passed unanimously.

**K. ADJOURNMENT**

- a. Mrs. McCuen moved to adjourn. The meeting adjourned.

**L. CITIZEN COMMENTS NOT PERTAINING TO AGENDA ITEMS *Limit 3 minutes per*** - none