

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

Minutes from December 8, 2022 at 6pm MST
Monument Academy East Campus Band Room

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. Board Members in attendance: Emily Belisle, Joe Buczkowski, Craig Carle, Lindsay Clinton, Danny O'Brien, Ryan Graham, Mike Geers

B. ADDITIONS TO/APPROVAL OF AGENDA:

- a. Mr. Graham motioned that under the executive session citation we add the letter "f" and at the end of the citation add, "and to discuss personnel matters and legal questions regarding CFO, acting COO." Mr. Carle gave a second. The motion carried unanimously.
- b. The agenda was approved with unanimous consent with the changes made above.

C. INTERIM COO INTRODUCTION – Mrs. Kim McClelland introduced herself and gave remarks.

D. SCHOOL SPOTLIGHT

- a. Mr. Carle recognized Marc Brocklehurst.

E. CITIZEN'S COMMENTS PERTAINING TO AGENDA ITEMS *Limit 3 minutes per person - None*

F. CONSENT AGENDA:

- a. The minutes from November 10, 18 and December 1, 2022 were approved as distributed.
- b. The next regular session meeting date of January 12, 2023 at the East Campus gym at 6 pm was approved with unanimous consent.

G. REPORTS OF ADMINISTRATION & COMMITTEES:

- a. COO Report: Mr. Brocklehurst read the monthly COO report.
- b. CFO Report: Mr. Brocklehurst read his monthly report.
- c. Committees:
 - i. Highway 105 Committee Report: Mr. Graham reported MA received two bids to be discussed in executive committee and that work on the re-circulation project could potentially begin as early as mid-May with the intent to complete that in September or October of 2023.
 - ii. Curriculum: Mrs. Belisle reported that the committee met on Dec. 7th. A math curriculum sub-committee has been formed. The group discussed cost of purchasing new math curriculum. Mr. Vinchattle reported that the middle school will be taking an NWEA math assessment sometime in mid-January to explore how our current math curriculum is performing and to assess the students' math progress. The 2023 Core Knowledge curriculum has been released and the committee is starting to review this. The committee also discussed the need for a parent review step in our curriculum policy to be adopted. This policy will likely be modeled after D-38's policy and adapted for MA. The group began preliminary discussions on the use of technology at MA, specifically the 1:1 ipad use in our Middle School. Mrs. Belisle asked for parent

feedback on the ipad use to be sent to her directly. The next meeting will be on Jan. 11.

- iii. SAAC–West: Mr. Geers reported that West community survey results are in. Those results will be sent to the board. West PTO needs board members for the 23-24 school year. The West craft fair was a success. There will be a teacher appreciation luncheon on Friday afternoon.
- iv. SAAC–East: Mrs. Belisle reminded the community to participate in the East survey before the survey closes on Dec. 16th.
- v. Governance: no report.
- vi. Finance: Mr. Buczkowski reports the committee met on Dec. 6th and they discussed the revised budget. Mr. Buczkowski pointed out that our \$500,000 fundraising goal in the budget will be a key to the financial health for the East campus. The West campus is in excellent financial condition, but the two campuses must remain financially independent for the time being. Because the MLO didn't pass, a near-term phase II construction isn't possible. However, a start on Phase II construction is possible in the fall of 2024 as that is the first opportunity that we'll have to re-finance the campuses together and potentially borrow the funds needed. He reminded the board that the existing bonds must be refinanced in the spring of 2026 when the balloon payments are due.
- vii. Buildings & Facilities: no report.
- viii. Volunteer Committee: Mrs. Cinton reported that 200 volunteers have been onboarded in the track-it-forward system logging almost 4,000 volunteer hours since the launch of the program in February of 2022. She reminded the community of the importance of remembering to track your volunteer hours. She also explained the difference between Lobby Guard and the track-it-forward system and reiterated the need for our volunteers to do both.
- ix. Resource Development Committee: Mr. Carle reported that the RDC met on Dec. 7th and discussed the Lynx Fund giving program. The group discussed ways to continue to promote and market the opportunity to give. The fund has received \$16,000 thus far.

H. ITEMS REQUIRING BOARD DISCUSSION/ACTION:

- a. East Campus Watch D.O.G.S. – Mr. Jeff Henry and Mr. Mike Slojkowski are the coordinators for the East Campus Watch D.O.G.S. program. They announced that the program will have a kick-off event on January 10th, 2023. They also asked for input and volunteers from the community.
- b. Preschool Policy 7.702.31.B.4 (Inclement Weather) – Mr. Graham moved that the board approve 7.702.31.B.4 Inclement Weather Policy under Monument Academy Preschool Classroom Policies, Procedures and Philosophy as presented by the preschool director and admin team at West to come in alignment with our K-5 handbook. Mrs. Clinton made a second and the motion carried unanimously.
- c. Employee Handbook Revisions (Extended Leave and Administrative Leave) – Mr. Graham read these revisions aloud. Mr. Graham moved that the board approve the revisions and additions in the employee handbook including extended leave without FMLA and Monument Academy's procedures for administrative leave investigations. Mr. Buczkowski made a second and the motion carried unanimously.
- d. Athletic wear presentation from Athletic Director Mike Svendson – Mr. Svendson made a proposal to add athletic-themed uniform options. It was decided that the governance committee will need to add these updates to our uniform policy and present the proposed updates to the board for approval at our next regular session.
- e. East Campus Modulares – Mr. Graham gave an update that Meyer Construction has been on site to visit to our East Modulares and that more information will be forthcoming.

I. BOARD COMMENTS/ANNOUNCEMENTS

- a. Lynx Fund Information – Mrs. Clinton gave a reminder to give to the Lynx fund.
- b. December Café Chat – Mrs. Belisle announced that Mr. Buczkowski and herself will be at Serrano's on 12/12 at 9am for a board café chat.
- c. COO Fireside Chat – Mrs. McClelland will host a chat soon and the details are forthcoming.

J. NEW BUSINESS – none.

K. MOTION TO ADJOURN TO EXECUTIVE SESSION:

- a. Mrs. Belisle motioned to adjourn to executive session pursuant to C.R.S. 24-6-402(4)(a, c, d, e and f) to discuss property interests related to West campus; to discuss matters required to be kept confidential under federal and state law to convey student and HR issues to school leadership; to discuss details of security arrangements; and to determine matters subject to negotiations related to property interests and Independent Contractor matters and to discuss personnel matters and legal questions regarding CFO/acting COO. Mr. Carle made a second and the motion carried unanimously.

L. ITEMS REQUIRING BOARD DISCUSSION/ACTION: Action taken on items discussed during executive session

- a. Mr. Graham announced that the board has received the resignation of CFO, Marc Brocklehurst. Mr. Graham moved that the board accept the letter of resignation from Marc Brocklehurst dated December 8, 2022. Mr. Carle made a second and the motion carried unanimously.
- b. Mr. Graham moved that the hiring sub-committee comprised of Ryan Graham and Lindsay Clinton commence talks with our interim COO to determine best and immediate steps forward. Mrs. Belisle made a second and the motion carried unanimously.
- c. Mrs. Clinton made a motion to authorize the Highway 105 committee comprised of Craig Carle and Ryan Graham to authorize an engagement with a construction manager and notices for potential vendors. Mrs. Belisle made a second and the motion carried unanimously.

M. ADJOURNMENT - Mr. Graham adjourned the meeting.

N. CITIZEN COMMENTS NOT PERTAINING TO AGENDA ITEMS *Limit 3 minutes per* – none.