



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

September 14, 2023 at 6:30pm MST
Monument Academy East Campus Gym

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. 6:30p Mr. Graham called the meeting to order, read the mission statement, led the Pledge of Allegiance, took roll call, and declared a quorum. Board Members in attendance: Joe Buczkowski, Matt Ross, Emily Belisle, Ryan Graham, Lindsay Clinton, Craig Carle & Karen Hoida virtually.

B. ADDITIONS TO/APPROVAL OF AGENDA

- a. Mr. Graham motioned to add the following:
 - i. School Spotlight to letter "c. Citizen's Comments Pertaining to Agenda Items"
 - ii. Preschool Policies & Procedures to letter "G. Items Requiring Board Discussion/Action"

Mrs. Clinton seconded and the motion carried unanimously. The agenda was approved with unanimous consent with the change made above.

C. CITIZEN'S COMMENTS PERTAINING TO AGENDA ITEMS

- a. *Limit 3 minutes per person*
- b. Public Comment - None
- c. School spotlight
 - i. Mr. Carle recognized Kristi Hays, Preschool Director for her outstanding work as the Preschool Director, her work volunteering and in the carline.

D. CONSENT AGENDA

- a. All minutes were distributed electronically.
- b. The minutes from 10 August 2023 Board Meeting were approved as distributed.



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E. REPORTS OF ADMINISTRATION & COMMITTEES

- a. Executive Director: Mr. Graham read a written report from Mrs. McClelland CFO: Mr. Graham read a written report from Mr. Gustafson. Each principal from each division distributed any reports electronically.
- b. Committees
 - i. Highway 105 Committee Report: Mr. Graham reported on the construction project. The road behind the West Campus is almost complete. Expect to be in Phase 2 until December. Currently, there is an issue with the next-door Vision clients not being able to exit the business's parking lot because of carline traffic. An open lane is to be created to let those clients out & be able to merge. The Board would like to stress that they will NOT tolerate parents berating, being disrespectful, or making decisions that are unsafe in carline. As a consequence, MA is prepared to revoke the carline privileges of the offenders.
 - ii. Curriculum: Mrs. Belisle reported the first meeting will be in October.
 - iii. SAAC - West: Mr. Ross reported the committee had their first meeting, and committee leadership was voted in. Regular meetings have been established as the first Tuesday of every month at 2:00p.
 - iv. SAAC - East: Mrs. Clinton reported the committee had their first meeting, and committee leadership was voted in.
 - v. Governance: Mrs. Hoida reported the committee meeting dates were set for the fiscal year. They have reviewed the student handbook policy and will present it in October.
 - vi. Finance: Mr. Buczkowski reported that enrollment was down, and the addition of some line items will force MA to reset the budget. They are preparing to review the budget after October Count. Mr. Buczkowski affirmed Mr. Graham for the foresight in moving MA accounts to Integrity Bank.
 - vii. Buildings & Facilities (Mr. Graham & Mrs. Hoida): No report.
 - viii. RDC (Mrs. Clinton & Mr. Carle): No report.
 - ix. HR Subcommittee (Mr. Graham & Mrs. Clinton) No report.

F. ITEMS REQUIRING BOARD DISCUSSION/ACTION

- a. ACLU Demand Letter Response: Mr. Graham read a letter from ACLU Colorado that demanded a response by 31 August 2023. MA legal counsel responded on 31 August 2023.
- b. MA SRO - Officer Ellis Presentation: He works for the MA Police Department & is MA's SRO. Officer Ellis gave some information on the Highway 105 Project and the processes. MA Police have no jurisdiction over the highway, and it is the jurisdiction of El Paso County PD. He estimates an average of 317 cars at drop off and emphasizes the need to be patient and have compassion during drop off and pick up.



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- c. Emergency Operating Procedures Review: (Copies were distributed electronically) Mr. Kennington reported on the Emergency Operating Procedures or standardized response protocols in the event of a crisis. Colorado State Law requires each school to have an EOP. Using "I love u guys" foundation processes and modeling of New Summit Charter Academy's EOP, standardized processes have been put in place between East and West campuses that delineate exercises and drills. It will still need to be reviewed by legal. Mr. Graham motioned to approve the Emergency Operating Procedure. Mrs. Clinton seconded the motion. The motion was carried unanimously. EOP will be sent for review by the legal department.
- d. 2023-2024 Employee Handbook: Mrs. Pelley reported that she and Joshua Miller carefully reviewed the handbook. Changes were made, including:
 - i. There is no longer Bereavement Leave. It is now taken under sick leave.
 - ii. Staff can no longer take an ¼ hour day, only half days
 - iii. All purchase orders have to go through Glenn Gustafson and the Finance Team
 - iv. All G policies are under review by Mrs. Pelley
 - v. The volunteer section now includes wording regarding a background check.
 - vi. Mrs. Hoida indicated a few edits still to be made.
 - vii. Ms. Pelley also reported that there are some links on the website to the policy section that they are working on. She would also like to look at a section regarding Teacher/Student Social Media and Communication.
 - viii. Mr. Graham indicated that the Employee Handbook needed more review and would be tabled until the October meeting.
- e. Curriculum Policies IIAC-MA, IIAC-E1-MA, IIAC-E2-MA, IJ-MA, & IJ-E1-MA: Mr. Buczkowski reported that the policies, other than a formatting issue from PDF conversion, are ready to go. Mr. Buczkowski motioned to approve the Curriculum Policies IIAC-MA, IIAC-E1-MA, IIAC-E2-MA, IJ-MA, & IJ-E1-MA with format correction. Mrs. Clinton seconded. The motion was carried unanimously.
- f. DataWrangler by CLOCworks, Inc.: A program that attaches software to the utility boxes to monitor usage. The initial cost is \$4850, then \$500 monthly thereafter. Mr. Gustafson brought the program to the Board's attention. Mr. Graham did some preliminary research. It is used by many schools, and the fees could be recuperated in approximately 4 months' time. Mr. Graham



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motioned to approve the contract with dataWrangler by CLOCworks. Mr. Carle seconded the motion. The motion was approved unanimously.

G. BOARD COMMENTS/ANNOUNCEMENTS

- a. Preschool Policies and Procedures: (Copy distributed electronically) Mrs. Hayes made some revisions. Mr. Walker and Mrs. McClelland reviewed and were in agreement. Mr. Graham made a motion to approve the Preschool Policies & Procedures revisions. Mrs. Clinton seconded the motion. The motion was approved unanimously. Mrs. Hays will update the website.
- b. Board Member volunteers for October Cafe Chat: Volunteers for this month are Mr. Buczkowski and Mrs. Belisle.
- c. 2024 Spring Fundraiser update: Plans have begun for this year's Spring Fundraiser to be held on Friday, April 19, 2024, at the White Pine Ballroom in the Great Wolf Lodge.

H. NEW BUSINESS

- a. None

I. ADJOURNMENT

- a. 7:59p Mr. Graham adjourned the meeting.

J. CITIZEN COMMENTS NOT PERTAINING TO AGENDA ITEMS

- a. *Limit 3 minutes per person*

Monument Academy Regular Session Board meetings are live streamed and uploaded to our YouTube Channel here: [Monument Academy School Board - YouTube](#)