



MONUMENT ACADEMY
"A Charter School, a Public School of Choice"
Board of Directors Regular Meeting
MINUTES
October 05, 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 Matt Ros & Karen Hoida.

B. ADDITIONS TO/APPROVAL OF AGENDA

- a. The agenda was approved as distributed with unanimous consent.

C. CITIZEN'S COMMENTS PERTAINING TO AGENDA ITEMS

- a. *Limit 3 minutes per person - None*

D. SCHOOL SPOTLIGHT

- a. The board recognized teacher, Carl Brown, for excellence in teaching.

E. CONSENT AGENDA

- a. All minutes were distributed electronically.
- b. Approve minutes from the Sept 14th Regular Meeting and the September 20th Special Meeting.
- c. Board Budget Work Session Oct 26th, 2023 at 6:30pm

F. REPORTS OF ADMINISTRATION & COMMITTEES

- a. Executive Director Report: Mrs. McClelland reported that team updates will be sent out next week. Strategic Planning RACIE model was created and task forces identified. D38 affirmed MA Leadership teams, the partnership with MA and where MA was headed. The Annual Report will be on Oct 23. The Board and public audience are welcome. At the November board meeting will be the Q1 Dashboard with Jennifer Strawbridge. Mrs. McClelland and Mr. Gustafson will be meeting to come up with a plan of action to build continuous relationships with the community. Mr. Dicus had an initial meeting today for the "Best Grant". Process Champions (CKH) are being trained and set up. Social Contracts are being created and a One MA Social Contract will be created and signed.

- b. Chief Financial Officer Report: Will be addressed in G.b. Financial Statement.

c. Committees

- i. Highway 105 Committee Report (Mr. Graham): Mr. Graham reported that behind the school is complete. The next phase, removal of the retaining wall on the South Side and another road following the path of the current side walk up to the S curve that should be done by next summer.
- ii. Curriculum (Mrs. Belisle): Mrs. Belisle reported today was the first meeting. They are working on the adoption of a new Math curriculum. It has been narrowed down to a top 3. They will be sent to West for a deep dive by teachers and get feedback. Then on to Parent Feedback. And hopefully up for a vote at the December meeting.
- iii. SAAC – West (Mr. Ross): Mr. Ross reported the first meeting was today. UIP Plan was presented by Mr. Walker. Kristy Davis presented on the PTO.
- iv. SAAC – East (Mrs. Clinton): No report, next meeting is on 23 October 2023.
- v. Governance (Mrs. Hoida & Mr. Buczkowski): Mr. Buczkowski reported that they were working on the Poly for Gender Transition and Parental Rights. They are close to having a draft to present to the board, likely at the November meeting.
- vi. Finance (Mr. Buczkowski & Mr. Carle): Will be discussed during G.b. Financial Statements.
- vii. Buildings & Facilities (Mr. Graham & Mrs. Hoida): Mr. Graham affirmed the East campus team for getting the Modulars up and running.
- viii. RDC (Mrs. Clinton & Mr. Carle): Mr. Carle reported they had their first meeting last week. They discussed Fundraising and planning.
- ix. HR Subcommittee (Mr. Graham & Mrs. Clinton): No report.

G. ITEMS REQUIRING BOARD DISCUSSION/ACTION

a. Draft 2023-2024 Employee Handbook Review

Mrs. McClelland gave some clarification on some misconceptions & confusion. HR wants MA staff to have a voice. The old handbook is still effective. It is not expected that the Board take any action tonight, there is time to review.

Mrs. Pelley gave the following review of the Employee Handbook changes:

- New Labor Laws went into effect in June 2023. Personal leave is compensation in the form of time not dollars. The number of paid leave days is no different, 12 paid leave days. Regarding
- Code of Conduct, Policy 1518, staff will get an electronic copy with a hyperlink.
- Equal Pay for Equal Work was analyzed and assessed and made sure that every hourly employee was going to get paid at the same rate per tier title and position.
- Mr. Miller and Mrs. Pelley were able to better define the Harassment and Discrimination for the support and protection of employees for clarification.
- Clear expectations were set for calling out or being late. A handout was created and is going out to all staff tomorrow regarding benefits that gives clarity and ability to ask questions.
- Regarding benefits, a handout was created and revised and will be sent to all staff tomorrow, giving staff time to read through and process and understand all of the changes.
- No paid leave will be taken from staff, they will receive monetary pay out. Personal leave now is
- Moving forward, there will be an 80 hour limit, and will not accrue anymore until it dips below that.
- Bereavement is now under sick leave. Sick leave will be paid up to 10 days at the sub rate after 5 years of service. Personal leave has no provisions.
- Subs are hired as a ½ day or a full day, so employees must take a ½ day or full day off. No ¼ days.
- Meetings will be held at East Campus on 18 October and at West Campus on 19 October.
- Mrs. Pelley reviewed the FAQ created by Mr. Gustafson to try and answer questions

that may arise.

- Mr. Gustafson noted that MA wants to offer a competitive package with pay, leave and benefits. However, leave and accrual decisions will affect our budget/financials next year.
 - Social Media - staff members cannot have social media contact with students but can with parents. They are not to give out personal contact information. All volunteers with student contact will need to go through a background check.
 - Mrs. Pelley will attend the 26 October Work Session to answer any Board questions. A Board member will attend at least one of the 18 October or 19 October meetings.
- b. September 30th, 2023 Financial Statements
- Mr. Gustafson gave a review of the monthly financials.
- All three schools are reported together as one however, all three schools were broken down here in the General Fund for presentation and detailed understanding. The School Admin account is over by 6%. Business Services, Maintenance & Operations, Central Services, all went over by a small amount. The parking lot in the west was dropped, and several open positions remain unfilled. The current student count is down by 80 from the budgeted number, but from October Count to October Count is down by 11. See distributed report.
- c. Resolution for Bank Authorized Signatures on Raffle Account
- The resolution was read aloud by Mr. Graham. Mrs. Clinton motioned to approve the resolution, Mrs. Hoida seconded. The motion was carried unanimously.
- d. Yearly BOD calendar for 2023/2024
- Mr. Graham motioned to approve changing the following board meeting dates:
 - November 16th to November 9th
 - May 16th to May 9h
 - Mr. Carle seconded the motion. The motion was unanimously.
 - Mrs. Hoida motioned to change the location on the agenda from West to East. Mr. Carle seconded the motion. The motion was unanimously.

H. BOARD COMMENTS/ANNOUNCEMENTS

- a. Oct 18th Board Cafe Chat Reminder
- Mr. Buczkowski and Mrs. Belisle will attend the October chat.
- b. Board Member volunteers for November Cafe Chat
- Mr. Graham and Mrs. Hoida will attend the November chat.

I. NEW BUSINESS

J. MOTION TO ADJOURN TO EXECUTIVE SESSION

- a. Executive session pursuant to C.R.S. 24-6-402(4)(a) to discuss a lease and potential purchase of property near West Campus.

K. ITEMS REQUIRING BOARD DISCUSSION/ACTION

L. ADJOURNMENT

M. CITIZEN COMMENTS NOT PERTAINING TO AGENDA ITEMS

- a. *Limit 3 minutes per person*

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