



**MONUMENT ACADEMY**  
**"A Charter School, a Public School of Choice"**  
**Board of Directors Work Session**  
MINUTES  
October 26, 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. 6:35p 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, Emily Belisle, Ryan Graham, Lindsay Clinton, Craig Carle & Karen Hoida. Matt Ross entered the meeting at 6:50 p.

**B. WORK SESSION DISCUSSION ITEMS**

- a. Mid-Year Budget 23/24 FY
- i. Mrs. McClelland noted the budget, by statute, is due in January, is based on the official October Count and these changes are all primarily based on enrollment.
  - ii. Mr. Gustafson noted our budget is based on per pupil enrolment. The building is 25-30% of our budget. He gave a frame of the financial situation.
    1. The contract with Lewis Palmer was modified
    2. MA reduced admin fees with Lewis Palmer
    3. Many different ways to cut expense have been identified but we have also identified some new expenses with newly obtained information
    4. Intercept Bonds were not captured, Lewis Palmer was given the wrong spreadsheet from the State and overpaid MA.
    5. Regarding the ERTC(Employee Retention Tax Credit), Charter Schools are eligible because we file as a 501(c)(3). MA will likely receive some money. It would be split between both campuses. The timeline is approximately 6 months to process and another month or two to receive payment.
  - iii. Mrs. McClelland discussed why projected enrollment numbers were much higher than actual enrollment and what plans MA has to mitigate this for the next school year. She affirmed the MA registrars hard work and data tracking.
  - iv. Mr. Gustafson noted that while MA is down 116 students from projected enrollment, we are only down 4 students from last school year. Enrollment is actually down all across the state of Colorado.
  - v. Mr. Gustafson noted that the Preschool Fund is in balance.

- vi. The MA Homeschooling was discussed. Mrs. McClelland stated that it was feasible at this point in time to start preparations for the next school year. A budget would need to be established and a full time champion hired to get the program off the ground. The board noted that MA lost 5% to homeschooling so the board would be behind this.
- vii. Mrs. McClelland stated that MA was on a spending freeze. The Finance Committee, Mr. Graham and Mrs. McClelland will meet and review the budget again before it goes to the board for action in December.
- b. Draft Employee Handbook Leave Plan
  - i. Revisions were made and distributed electronically. Mr. Graham stated he was at the West Campus Handbook meeting and heard the concerns of the teachers.
  - ii. The handbook will be further discussed and if applicable, sent to the board in December.

**C. BOARD COMMENTS/ANNOUNCEMENTS**

- a. Next regular board meeting: Nov 9th, 2023 at 6:30pm, East Campus Gym

**D. ADJOURNMENT**

- a. 9:01p Mr. Graham adjourned the meeting.