



Monarch Montessori of Denver Charter School and
First Steps at Monarch Montessori of Denver
Board of Directors' Meeting
11200 E. 45th Avenue, Denver, CO 80015

January 23, 2014

- I. Preliminary
 - a. Call to Order
Pursuant to proper notice of the meeting, the meeting was called to order in the Board Room at 6:26 pm.
 - b. Welcome Guests
Ms. Christina Meadows, Mr. Chris Kanapackis and Ms. Tammy Mobley.
 - c. Roll call
A quorum was present as follows:
Board Members: Ms. Brandy Haskins, Ms. Adey Dimalanta, Mr. Michael Kilgore, Ms. Courtney Goertz and Ms. Jessica Brody. Ms. Nancy Radkiewicz and Noel Giametta were also present.
 - d. Public Comments
None
 - e. Announcements
None
 - f. Approval of Agenda
A motion was made to amend the Agenda to add two items under New Business to discuss a change to the shared expense agreement between FS and the Charter as well as to discuss a Charter staffing issue.
Vote: Yes – 5, No – 0
The Agenda was approved.
- II. Consent Agenda
A motion was made and seconded to approve the proposed December 5, 2013 Board of Director's Meeting Minutes as presented.
Vote: Yes – 5 No – 0

III. Reports

a. Financial/Treasurer Report

Mr. Kilgore reported that the Charter will request a second grant for year 2 for the Charter program this year. He also reported that the food program is currently trending lower than anticipated. Mr. Kilgore also noted that the charter is expecting to have an operating reserve at the end of the year of \$45K.

Mr. Kilgore reported that the First Steps budget is still at a negative reserve for year end and that the Finance Committee is continuing to work on bringing it into line. He also announced that he will be proposing a change to the shared expense agreement, effective immediately in the new business section of the board meeting. This proposed change is based on the original decision to split the school expenses 50/50. Once studied, the Finance Committee has determined that the actual square footage used by FS is 46% (14,165 sq ft out of 30,874, including shared spaces) and the Charter is 54%. He will propose that all operating expenses are aligned to reflect the actual use, as well as suggest that the Charter reimburse FS for the difference in the rent. Mr. Kilgore stated that the rent agreement has already been filed with DPS for the year and cannot be changed until the next school year.

b. Principal's Report

The board viewed Ms. Radkiewicz's Principal's report. The report highlighted items such as Ms. Radkiewicz troubles with getting the MAPS program to work, as only half of the computers are working in the computer lab. Ms. Radkiewicz notified the board that Access Testing start in January and third grade Tcaps will begin testing Reading in February and Language Arts & Math in March. Ms. Radkiewicz also notified the board that the teachers are having trouble with the district website when completing the district registration requirement for the read plan. She noted that only 1 of 9 teachers has completed the plan as of the board meeting. Ms. Radkiewicz also gave the board a copy of her new extended absence form and encouraged the Board to visit the classrooms earlier in the year and she would provide a scoring form. Ms. Radkiewicz notified the board that they have hired a replacement Janitor.

c. Director's Report

The board viewed Ms. Giametta's Director's report. The report highlighted Ms. Giametta's work to update the Handbook procedures and ADA policy, as well as ADA training from attorney Laura Hazen. Ms. Giametta noted that she is working to identify and apply for grants for both Operating and Playground funds. She also notified the board that the team is currently working on updating the website.

d. Presidents Report

Ms. Haskins reported that she completed the President training in December for the CDE grant.

e. PTO Representative Report

Ms. Meadows reported that the PTO is working on the Valentines bakes sale and communication with the Monarch community.

f. School Accountability Committee Report

Ms. Radkiewicz notified the board that the DRA II's are finished. Maps and Access testing started in January. Tcaps will start in February and March.

Ms. Radkiewicz also notified the board that the next SAC meeting will be in February.

g. Building Committee Report

Ms. Radkiewicz reported that the Building Committee is continuing to work on options for next year. She noted that the city turned down the petition for an exit onto Peoria and that the committee is regrouping and looking into having an engineer look at other exit options.

IV. Discussion Items

V. Q&A

VI. New Business

a. ADA Training

The board agreed to meet for ADA training on February 27th board meeting at 4:30pm.

b. Determine Board Training Date

The board discussed and gave Ms. Radkiewicz two dates in which they could meet for Board Training.

c. Board Manual Feedback

The board agreed to table this agenda item.

d. Board Training Modules

The board agreed to try to complete 2 modules each month and work on 1 module each meeting.

e. Charter: Student Technology Agreement

Ms. Radkiewicz asked the board to view her student technology agreement.

f. Shared Expense Agreement Change

A motion was made and seconded to change the shared expense agreement between FS and the Charter so that water, sewer, trash, lawn and snow removal, security, custodial and electricity equal a more equitable 46% FS and 54% Charter effective 1/1/14 through 6/30/14.
Vote Yes – 5, No – 0

g. Charter Staffing

Ms. Radkiewicz presented the board with a plan to redistribute staff in the lower elementary classrooms to allow Ms. Bree Goans to spend more time as Curriculum Director and Assistant Principal this year. The board did not endorse the plan and asked Ms. Radkiewicz and Ms. Goans to redesign it and bring it back for board approval with changes that would not affect other classrooms and would include an increase with the change in job duties.

VII. Recap Action Items & Assignments

VIII. Adjourn Meeting

The meeting was adjourned at 9:31 pm.