



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

April 23, 2014

- I. Preliminary
 - a. Call to Order
Pursuant to proper notice of the meeting, the meeting was called to order in the Cafeteria at 5:10 pm.
 - b. Welcome Guests
Erin Wollard, Bree Goans, Kailey Runtas, Tammi Mobley, Scott Moss, Tanya Walker, Alicia Venor, Amy Breaux, Molly Gallagher, Grace Ochs, Christina Meadows, Marisa Dabney, Lisa Hunter, Brisa Devora, Selina Ramos and Patty Cragg.
 - c. Roll call
A quorum was present as follows:
Board Members: Ms. Brandy Haskins, Ms. Adey Dimalanta, Ms. Courtney Goertz, Ms. Monica Badgett and Ms. Jessica Brody. Ms. Noel Giametta and Ms. Nancy Radkiewicz were present.
 - d. Public Comments
None
 - e. Announcements
None
 - f. Approval of Agenda
A motion was made and seconded to approve the agenda.
Vote: Yes – 5, No – 0
The Agenda was approved.
- II. Consent Agenda
A motion was made and seconded to approve the proposed March 27, 2014 Board of Director's Meeting Minutes as presented.
Vote: Yes – 5 No – 0

III. Reports

a. PTO Representative Report

Ms. Meadows handed out the notes from the last PTO meeting. Ms. Meadows highlighted the book fair success and spring carnival plans.

b. Financial/Treasurer Report

Ms. Patty Cragg presented the financials for the Charter. Income is at 89% for the year, from a baseline of 75%. This is due to the PPR funds which are fully received by January. Expenses are at 72%, from a baseline of 75%. Overall, the Charters focus is on finishing spending the CDE grant and communicating with the Daniels Fund.

The 2014/2015 Charter Budget was presented to the board. The budget was modeled with 257 physical pupils and 236.85 funded pupils, includes 2% increase for salaries and ends with a surplus.

A motion was made and seconded to approve the 2014/2015 Charter Budget as presented to the board.

Vote: Yes – 5 No – 0

Ms. Patty Cragg presented the financials for First Steps. Income is at 70% for the year, from a baseline of 75%. Expenses are at 76%, from a baseline of 75%. Overall, First Step's focus is on cash management and ending the year aligned with the revised budget and cash flow.

c. Principal's Report

The board viewed Ms. Radkiewicz's Principal's report. Ms. Radkiewicz's informed the board that the outside observations were scheduled to start in May. Ms. Radkiewicz noted that she is still working with DPS on the Gifted and Talented testing and is scheduling SPED subs. She also handed out a list of contract renewals to the board.

d. Director's Report

The board viewed Ms. Giametta's Director's report. The report highlighted Ms. Giametta's work on calendar planning and changes to the employee handbook. Ms. Gaimetta's report also highlighted the success with the new food vendor, winning the shade grant and Monarch's initiative in hosting 21 other Montessori schools during April. The final Qualistar rating was also discussed.

e. Presidents Report

Ms. Haskins reported that the Board underwent Strategic Plan training the week prior. The training was a great success and the board left with 3 strategic goals and steps to meet the goals for the next year.

- f. School Accountability Committee Report
Ms. Radkiewicz noted that the SAC is working on designing evaluation tools for surveys.

- g. Building Committee Report
None

IV. Discussion Items

V. Q&A

VI. New Business

- a. Board Staff Climate Survey results

The board discussed the first annual board survey results. Overall the Charter had 87% participation and FS had 57%. Though the overall agreement rates were very low and centered around leadership, the strengths were encouraging regarding the staffs ability to respect each other and work together. The school leaders were asked to distribute the public survey results to the staff.

- b. Teacher Contracts
This item was tabled.

- c. Discuss: Committee Reports and Recommendations

The board discussed the Leadership Structure Committee recommendations to add an Executive Director, Assistant Direct and 2 Academic Officers. Ms. Brody is in the process of putting the final details on the job descriptions and pay.

The board discussed the Admin Staff Committee recommendations to add a SPED chair on the charter side.

The board discussed the Building Committee recommendations to forego the modular option and to use the space more efficiently. The plan included some minor construction changes upstairs to make more classrooms with windows and to move other areas like the Library, Tech, SPED and ELL to the inner classrooms that do not contain windows. The plan also discussed buying carpet for the smaller classrooms to maximize the space. Ms. Haskins is in the process of gathering bids to see if what changes will fit into the current year and 2014/2015 budget.

- d. Organization Structure Vote

A motion was made and seconded to change the organization structure between to the two schools to include an Executive Director over both schools.

Vote: Yes – 4, No – 0, Abstain – 1

VII. Recap Action Items & Assignments

VIII. Adjourn Meeting

The meeting was adjourned at 7:13 pm.