



Monarch Montessori of Denver Charter School and
First Steps at Monarch Montessori of Denver
Board of Directors' Meeting
4895 Peoria Street, Denver, CO 80239

June 16, 2016

I. Preliminary

a. Call to Order

Pursuant to proper notice of the meeting, the meeting was called to order in room 210 at 5:45 pm.

b. Welcome Guests

None

c. Roll call

A quorum was present as follows:

Board Members: Ms. Jessica Brody, Ms. Adey Dimalanta, and Ms. Nicole Foster were present. Mr. Rob Clemens, Ms. Noel Magee, Ms. Tammi Mobley and Ms. Linda Arnold were also present.

d. Public Comments

None

e. Announcements

None

f. Approval of Agenda

A motion was made and seconded to approve the agenda as amended.

Vote: Yes – 3, No – 0

II. Consent Agenda

A motion was made and seconded to approve the proposed May 19, 2016 Board of Director's Meeting Minutes.

Vote: Yes – 3, No – 0

III. Reports

a. PTO Representative Report

None

b. Financial/Treasurer Report

Ms. Linda Arnold presented the Financial/Treasurer report. May is 92% of the way through the year. Charter is at 99% for revenue, and expenses are at 80%. There are still some federal title funds outstanding. Salaries of temporary employees are running high. Staff salaries run a month behind.

First Steps is at 93% for revenue. Expenses are at 87%.

Audit is scheduled for August 17-19.

Looking at next year's budget, for Charter we prepaid some expenses for next year. For budgets to balance, we need to hit our enrollment targets.

c. Executive Director's Report

Mr. Rob Clemens delivered the Executive Director's Report. He reported that Monarch saw good growth in MAP assessments. 52 percent of students hit growth targets for math as compared with 49% the prior year. In reading, 56% hit growth targets as compared with 52%. Part A of the renewal application is due July 1st. Monarch's ELA have also done well and might not need tiered support next year.

For First Steps, summer session is going well. The Owl classroom summer transition is going well. The kids have really enjoyed splash days.

Construction started with demo today. Permits were issued earlier this week.

d. Chief Academic Officer Report

Ann Massengill delivered the CAO report. Ann is working on finishing up the writing for the Park A application. Rob will finish charts and data analysis. Ann has been working on hiring. Erin, Grace, and Traci will be department leads.

e. First Steps Program Director Report

Tammi Mobley delivered the First Steps report. Two First Steps teachers are going to MECR this summer. Summer session is going well. MRX roll-out is also going well.

f. President's Report

No report was presented.

- g. School Accountability Committee Report
No report was presented.
- h. Building Committee Report
The building permits were issued and construction is underway.
- i. Technology, Infrastructure & Security Report
No report was presented.
- j. Strategic Planning & Fundraising Report
No report was presented.

IV. Q&A
N/A

V. New Business

- a. ED Evaluation/Contract Renewal Discussion
To be discussed at the next meeting.
- b. Discuss budget scenarios with construction delays
We discussed options for the toddler classrooms to comply with the building code requirements.
- c. Discuss cleaning options
We currently have hired two people to help with facility management. One is a former custodian/handyman. The other is a recent high school graduate. Monarch received a bid from another company to do the cleaning and porter services during the day. This option would save approximately \$15k. Rob will assess later in the summer.
- d. Approve Abstract Insights contract
A motion was made and seconded to approve the First Steps fiscal support contract for Abstract Insights.

Vote: Yes – 3, No – 0

A motion was made and seconded to approve the Charter fiscal support contract for Abstract Insights.

Vote: Yes – 3, No – 0

A motion was made and seconded to approve the Technical Support contract for Abstract Insights.

e. Sign Board minutes for FY16

f. FS – Approve FY17 Budget

A motion was made and seconded to approve the draft FY17 budget.

Vote: Yes – 3, No – 0

g. FS – Summer Enrollment Report

Summer enrollment is around 100 students in First Steps.

h. FS – Review employee handbook

Rob is making some changes to the handbook, most of which are minor. One anticipated change is to require employees to be present on the days immediately before and after a holiday to get holiday pay. There are some other cleanup edits.

i. Charter – Enrollment Report

Discussed as part of Executive Director's report.

j. Charter – Renewal Part A Submission

Discussed as part of Executive Director's report.

k. Charter – Review employee handbook

To be discussed at the next meeting.

l. Charter – Approval to set up a new account with US Bank to hold TABOR funds

A motion was made and seconded to approve a new bank account with US Bank to hold TABOR funds.

Vote: Yes – 3, No – 0

VII. Recap Action Items & Assignments

N/A

VIII. Adjourn Meeting

The meeting was adjourned at 8:00 pm.