



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

September 17, 2015

- I. Preliminary
 - a. Call to Order
Pursuant to proper notice of the meeting, the meeting was called to order in room 213 at 5:37 pm.
 - b. Welcome Guests
Ms. Erin Aparicio, Ms. Christina Meadows, and Ms. Maria Berman were present.
 - c. Roll call
A quorum was present as follows:
Board Members: Ms. Brandy Haskins, Ms. Jessica Brody, Mr. Jim Ray, Ms. Nicole Foster, and Ms. Adey Dimalanta. Mr. Rob Clemens and Ms Ann Massengill were also present.
 - d. Public Comments
None
 - e. Announcements
None
 - f. Approval of Agenda
A motion was made and seconded to approve the agenda with the addition of item g – Charter Audit.
Vote: Yes – 5, No – 0
- II. Consent Agenda

A motion was made and seconded to approve the proposed August 20, 2015 Board of Director's Meeting Minutes as presented.

Vote: Yes – 4, No – 0

III. Reports

a. PTO Representative Report

Brandy reported that the PTO has been very active so far this year. There was a PTO recruitment meeting in September.

b. Financial/Treasurer Report

Ms. Patty Cragg presented the Financial/Treasurer report. August is 16% of the way through the year. Charter is at 29% for revenues due to the PPR payment. Expenses are at 16%. Salaries run a month behind. Utilities and building expenses are running high due to repairs.

First Steps is at 13% for revenue and 16% for expenses. First Steps has not yet received certain ECE funds. Fund balance for First Steps is very healthy.

The audit for Charter has been submitted to DPS.

Five-year budget: Revenue has been increased to reflect DPS forecasted increases. The projected budget is based on a \$3 million project.

c. Executive Director's Report

Mr. Rob Clemens delivered the Executive Director's Report. He noted that a lot of work has been done to prepare for testing and analysis of testing data. Monarch received a waiver for TSG and will use MRX instead. Mr. Clemens also reported that Charter is having some issues with children not being picked up on time. Mr. Clemens circulated the report on communications, which noted that Charter and FS have different communications styles and highlighted opportunities to improve communications with faculty and staff. Electives are up and running and going well. Ms. Massengill is running PLC (professional learning community) this year. Charter enrollment is a little short of projections with 8-10 spots to fill.

For First Steps, Mr. Clemens noted that Trike-a-thon is tomorrow. First Steps was awarded a \$25k grant from the Buell Foundation. In all, First Steps has received approximately \$33k in grant funds so far this year.

Mr. Clemens also reported that the application for the building financing has been submitted. Mr. Clemens interviewed contractors yesterday.

d. Chief Academic Officer Report

In addition to the Executive Director's Report, Ms. Ann Massengill noted that it has been a fairly peaceful but busy start to the year. Ms. Massengill is getting to know faculty and students.

- e. President's Report
No report was presented.
 - f. School Accountability Committee Report
No report was presented.
 - g. Building Committee Report
No report was presented.
 - h. Technology, Infrastructure & Security Report
No report was presented.
 - i. Strategic Planning & Fundraising Report
No report was presented.
- IV. Discussion Items
N/A
- V. Q&A
N/A
- VI. New Business
- a. Facility Project Update
Mr. Clemens gave a status update on the facility project and provided a summary of the proposals. He noted that the due diligence process was underway and going smoothly and that the CECFA application process was also underway. Three contractors had submitted proposals for the project and he was leaning toward selecting one of the contractors based on a combination of price and professionalism.
 - b. Ed Options liability update
Mr. Clemens noted that he had received a letter from DPS seeking repairs on the Samsonite building. Mr. Clemens reported that he was reaching out to Monarch's attorneys for guidance.
 - c. Bylaws update
Ms. Brody presented a summary of recommended changes to the bylaws. The board discussed whether to offer a tuition discount to parents who

serve on the board. The board agreed to seek guidance from First Steps' attorney before making a decision.

d. Data Review

Mr. Clemens provided a brief overview of the testing data that is available. ACCESS scores went down from 48% last year to 41% this year. MAP testing was still underway, but it appears so far that roughly 25-35% met RIT target growth. Some children will be re-tested.

e. SpEd

Mr. Clemens stated that Charter has an increased the number of SPED students this year, up from 20 to 30 students. Charter has one SPED teacher as well as assistant teachers who can assist with SPED responsibilities. So far, resources have been sufficient to cover needed SPED hours.

f. Beginning-of-Year Feedback

Mr. Clemens reported that morale is not as high as he would like it to be, and in the beginning of the year, but that he sees opportunities for improvement.

g. Charter Audit

A motion was made and seconded to approve the audit for Charter.

Vote: Yes – 5, No – 0

VII. Recap Action Items & Assignments
N/A

VIII. Adjourn Meeting
The meeting was adjourned at 8:18 pm.