



Monarch Montessori of Denver Charter School and
First Steps at Monarch Montessori of Denver

Board of Directors' Meeting

4895 Peoria Street, Denver, CO 80239

October 19, 2017

- I. Preliminary
 - a. Call to Order
Pursuant to proper notice of the meeting, the meeting was called to order in the library at 5:34 pm.
 - b. Welcome Guests
Ms. Mairi McCormick, Ms. Jorjie Hughes-Findley, Ms. Maureen Alexander, Ms. Loren Alexander, Ms. Nikki Breaux, Ms. Laura Weiner, Ms. Sarah Lanyi, Ms. Maria Berman, Ms. Selina Ramos, Mr. Sergio Duran, Ms. Leah Mehringer, Ms. Adriana Duran, and Ms. Vanessa Alexander were present.
 - c. Roll call
A quorum was present as follows:
Board Members: Ms. Jessica Brody, Mr. Chris Kanapackis, Ms. Adey Dimalanta, Ms. Carolina Franco, and Ms. Brandy Haskins were present. Ms. Laura Pretty was also 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
- II. Consent Agenda

A motion was made and seconded to approve the proposed September 21, 2017 Board of Director's Meeting Minutes.

Vote: Yes – 5, No – 0

III. Reports

a. Executive Director Report

Ms. Laura Pretty delivered the Executive Director's Report. She updated the Board on the front office reorganization. One team is focused on enrollment, security, and operations. She has also worked on clarifying roles for the front office staff.

First Steps is preparing for the pre-action meeting with Licensing next Monday. There was a lot of work in the last month to transition through the leadership shift.

Top priorities for October and November include the following: (1) the leadership team is beginning the conscious discipline roll-out; (2) there will also be a focus on school security and safety; (3) Charter is focusing on our school performance framework results; and (4) the leadership team is working on long-term planning around bilingualism and budgeting.

b. PTO Representative Report

Ms. Jorjie Hughes-Findley delivered the PTO Representative Report. She presented a flyer summarizing PTO activities. She noted that the PTO is getting ready for Trunk or Treat on October 21st. She also showed the Board the memorial bench that was installed by the playground.

c. Financial/Treasurer Report

Ms. Brandy Haskins delivered the Financial/Treasurer Report.

September is 25% of the way through the year. First Steps is at 23% for revenue. CCAP, DPP and mill levy run behind. Expenses are at 26%.

Charter is at 23% for revenue. Some of the mill levy is running behind. Expenses are at 26%, due in part to some of the school year start-up expenses.

d. Charter Report

We recently received our school performance results. Monarch is a "yellow" school but is very close to green. Monarch is making progress in closing academic gaps for English language learners and students with disabilities. We have not made as much progress in closing academic gaps for children of color.

- e. First Steps Report
Regarding the probationary status, we have three main focus areas: increased leadership awareness and responsiveness; increased supervision by teachers; and file system improvements.

Enrollment remains strong in infant in toddler. Primary spots are filling.

- f. President's Report
No report was presented.
- g. School Accountability Committee Report
No report was presented.
- h. Building Committee Report
No report was presented.
- 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. Petition by Monarch students
Three Monarch students presented a petition to cancel school on Halloween. They indicated that Halloween should be a day to celebrate with family and friends.

A motion was made and seconded to allow an optional early dismissal on October 31st at 2:00 PM with no adverse attendance consequence.

Vote: Yes – 5, No – 0

- b. Plan to expand the board
The board discussed the current skill set of board members and identified gap areas, including having a Montessori educator, someone with a marketing/public relations background, someone with school leadership, and someone with financial management expertise. The Board also discussed wanted to have Latino and African American representation on the Board.
- c. Vote on 2016-2017 excess rent

In 2016-2017, the Board had determined a share of space allocation that was different from the sublease included in the bond documents.

A motion was made a seconded to approve a donation from First Steps to Charter in the amount \$19,916 to account for the discrepancy between the sublease rent payment and the share-of-space calculation for the 2016-2017 school year.

Vote: Yes – 5, No – 0

VII. Recap Action Items & Assignments
N/A

VIII. Adjourn Meeting
The meeting was adjourned at 8:55 PM.

The next meeting is December 7, 2017.