



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

December 7, 2017

I. Preliminary

a. Call to Order

Pursuant to proper notice of the meeting, the meeting was called to order in the library at 5:36 pm.

b. Welcome Guests

Ms. Emily Poddar, Ms. Bailey Holyfield, and Ms. Selina Ramos were present.

c. Roll call

A quorum was present as follows:

Board Members: Ms. Jessica Brody, Mr. Chris Kanapackis, Ms. Adey Dimalanta, and Ms. Carolina Franco were present. Ms. Laura Pretty, Ms. Ann Massengill, and Ms. Catherine Kartman were 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 – 4, No – 0

II. Consent Agenda

A motion was made and seconded to approve the proposed October 19, 2017 Board of Director's Meeting Minutes.

Vote: Yes – 4, No – 0

III. Reports

a. Executive Director Report

Ms. Laura Pretty delivered the executive director's report. She indicated that Monarch has began the conscious discipline rollout. There is a committee of teachers working on it. On school security and safety, the administration reorganized the front office and changed some of the procedures. Charter also held a training regarding security. Training will be delivered to First Steps. The leadership team team also began long-term planning around bilingualism and budget/strategic planning.

In First Steps, teachers are continuing the conscious discipline roll-out s. First Steps will also continue safety training. The leadership team is preparing for teacher evaluations. They want to get a sense of both teacher and parent satisfaction. Long-term planning will continue around bilingualism, supporting students of color, Montessori focus, and budget/strategic planning.

b. PTO Representative Report

Ms. Laura Pretty gave an update on behalf of the PTO. The PTO is considering creating a 501(c)(3). The PTO is also organizing an event for this Saturday.

c. Financial/Treasurer Report

Ms. Laura Pretty delivered the Financial/Treasurer Report. October is 33% of the way through the year. Charter is at 48% for revenue. DPS prepays some of the per pupil funding, which is part of the reason revenues are trending ahead of budget. Expenses are at 39%. Technology services are running a little high. Telephone charges are also a little high but will be reimbursed through e-rate.

First Steps is at 30% for revenue. Expenses are at 37%. First Steps is doing well on enrollment. In terms of costs, there are not a lot of opportunities to cut. Rent has gone up.

d. Charter Report

Ms. Ann Massengill delivered the Charter Report. Enrollment remains pretty steady. There have been events each month (Chef Mark, support for boys of color, bilingual committee, etc.). Assessments are going on now and will continue into January.

e. First Steps Report

Ms. Catherine Kartman delivered the First Steps report. She noted that licensing decided not to put First Steps on probation. Instead, First Steps is

agreeing to comply with certain stipulations for six months and to allow increased oversight. After that, First Steps will go back to annual visits. Ms. Kartman also noted that First Steps hired a new assistant in the 4th primary classroom. Finally, the Board reviewed the licensing reports for the months of October and November.

- 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. Presentation from DPS Portfolio Management Team
 - A. Bailey Holyfield from DPS presented an overview of the supports available to Charter and the school's current tier, which is the "strategic tier."
 - b. Approve New Board Member
Selena Ramos explained her interest in joining the board. She has two children (one in First Steps and one in Charter). She also has a finance background and works for Aurora Public Schools. She has been on the School Accountability Committee for over a year.

A motion was made and seconded to approve Selena Ramos as a new board member.
Vote: Yes – 4, No – 0
 - c. First Steps Audit Approval
The Board discussed the First Steps audit.

A motion was made and seconded to approve the First Steps audit.

Vote: Yes – 5, No – 0

d. First Steps Settlement Approval

The Board reviewed the proposed settlement agreement of the licensing matter.

A motion was made and seconded to approve the settlement agreement between First Steps and the Division of Early Child Care and Learning.

Vote: Yes – 5, No – 0

e. Charter/First Steps Utilities Split

The Board discussed the utilities cost share. An action item will be brought to the Board next month.

f. iStation Data Review

Overall, the data trends have been positive. In all but 5th grade, we are seeing an increasing number of kids reach grade level or above. Students in tier 3 (lowest performing) are achieving the highest growth.

VII. Recap Action Items & Assignments

N/A

VIII. Adjourn Meeting

The meeting was adjourned at 7:55 PM.