



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

Board of Directors' Meeting

4895 Peoria Street, Denver, CO 80239

February 15, 2018

I. Preliminary

a. Call to Order

Pursuant to proper notice of the meeting, the meeting was called to order in the library at 5:37 pm.

b. Welcome Guests

Ms. Maria Berman, Ms. Melissa Tomlin, Ms. Sarah Lanyi, Ms. Mel Wojcik, and Ms. Emily Poddar 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, Ms. Brandy Haskins, and Ms. Selina Ramos were present. Ms. Laura Pretty 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.

Vote: Yes – 5, No – 0

II. Consent Agenda

A motion was made and seconded to approve the proposed January 18, 2018 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 indicated that work continues on the priorities identified last month. The leadership team is rolling out teacher evaluations.

Ms. Laura reviewed the enrollment targets for Charter and First Steps for the 2018-2019 school year. In the current school year, Charter presently has 249 students enrolled. First Steps is at capacity, taking into consideration the need to hold spots open for transitioning students.

Ms. Pretty described the current marketing efforts. She also reviewed the grants for which Charter and First Steps have applied.

Preparing for bilingual education is continuing. The bilingual primary classroom will launch in the fall.

For supporting students of color, Charter is working on a mentorship component.

Ms. Laura is continuing to explore a 6<sup>th</sup> grade option. Denver Montessori Junior/Senior high would like us to offer this. DPS indicated that we would need to apply for this expansion.

#### b. PTO Representative Report

Ms. Jorjie Hughes-Findley delivered the PTO report. Two new members have joined the PTO board. The PTO recently hosted a music event. The STEAM event is coming up later this month. There will be activities for all age groups, including a sensory station for younger kids. Two teachers will participate. Dr. Seuss night is also coming up. Carnival will be on April 21<sup>st</sup>. Attendance has been strong at the monthly events.

#### c. Financial/Treasurer Report

Ms. Brandy Haskins delivered the Financial/Treasurer Report. January is 58% of the way through the year. Charter is at 71% for revenue. Expenses are at 64%.

First Steps is at 61% for revenue against the working budget. Expenses are at 60% against the working budget. First Steps is doing well on enrollment.

- d. Charter Report  
Ms. Ann Massengill delivered the Charter Report. She reviewed the director dashboard. The CMASS testing window will start the week before spring break. Ms. Massengill also discussed the Istation data trends.
  - e. First Steps Report  
Ms. Laura presented the First Steps report. She reviewed the director dashboard. Parent engagement is going well. Ms. Val, a longtime teacher recently resigned, and Ms. Marisol will take her place. Enrollment remains steady.
  - 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. FY 19 Budget/FS Tuition  
Ms. Laura presented priorities for the FY 2019 budgets. The board will approve the budget for First Steps in March and the budget for Charter in May.
  - b. Marketing/Enrollment Update  
Discussed as part of the Executive Director report.
  - c. Kindergarten  
Discussed as part of the Executive Director report.
  - d. Vote on New Board Member  
Emily Aldeen Poddar introduced herself. She was Montessori student and has been a Montessori educator.

A motion was made and seconded to approve Emily Aldeen Poddar as a new board member.

Vote: Yes – 5, No – 0

e. Vote on First Steps Policy changes

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

Vote: Yes – 5, No – 0

f. Approval of the Calendar

A motion was made and seconded to approve the calendars for Charter and First Steps with the following changes: board meetings will be on the third Thursday of each month with the exception of November/December and March.

Vote: Yes – 5, No – 0

g. Charter UIP

Discussed as part of the Executive Director report.

h. Homework

The board discussed the current homework policy and practices within Charter regarding homework.

VII. Executive Session

A motion was made and seconded to go into executive session for the purpose of discussing a personnel matter pursuant to 24-6-402, C.R.S.

Vote: Yes – 5, No – 0

The board went into executive session at 8:41 PM to discuss a personnel matter.

The board re-convened the meeting at 8:51 PM.

VIII. Recap Action Items & Assignments

N/A

IX. Adjourn Meeting

The meeting was adjourned at 8:52 PM.