

**Monarch
Montessori**
of Denver Charter

Creating the Leaders of Tomorrow.



First Steps at
**Monarch
Montessori**
of Denver

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

Board of Directors' Meeting

4895 Peoria Street, Denver, CO 80239

April 19, 2018

I. Preliminary

a. Call to Order

Pursuant to proper notice of the meeting, the meeting was called to order in the gym at 5:43 pm.

b. Welcome Guests

Maria Berman, Katherine Casey and Eric Duran were present.

c. Roll call

A quorum was present as follows:

Board Members: Ms. Jessica Brody, Ms. Emily Poddar, Ms. Adey Dimalanta, Ms. Carolina Franco, Ms. Brandy Haskins, and Ms. Selina Ramos were present. Ms. Laura Pretty, Ms. Catherine Kartman, 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 March 22, 2018 Board of Director's Meeting Minutes.

Vote: Yes – 5, No – 0

III. Reports

a. PTO Representative Report

Ms. Emily Poddar delivered the PTO report. PTO will be holding a carnival from 11 AM to 1 PM this coming weekend. There are three more popcorn sales for the rest of the year for fundraising.

b. Financial/Treasurer Report

Ms. Brandy Haskins delivered the Financial/Treasurer Report. March is 75% of the way through the year. Charter is at 74% for revenue. Expenses are at 75%. Kindergarten tuition continues to trend higher than budget. DPS funds and expenses will be trued up in April.

First Steps is at 81% for revenue against the working budget. Expenses are at 77% against the working budget. Salaries are running a little high at 81%. Consultant services are also running a bit high. DPP payments are also lagging behind.

c. Executive Director Report

Ms. Laura Pretty delivered the Executive Director's Report. She updated the Board on progress regarding long-term budgeting, improving safety, conducting evaluations, engaging with families, recruiting and enrollment, preparing for bilingualism, and preparing for the summer program and the upcoming school year.

Ms. Pretty also presented national and district data regarding how students in a bilingual program perform as compared with students in ELA programs.

d. First Steps Report

Ms. Catherine Kartman presented the First Steps Report. She reported that First Steps continues to improve. There have been a lot of tours. Infants and Toddlers are very busy. In Primary, there was a small dip in enrollment because one family moved. Summer enrollment looks good. First Steps is finalizing the staffing plan for Primary for the summer.

e. Charter Report

Ms. Ann Massengill delivered the Charter Report. She has conducted 13 teacher evaluation meetings. Enrollment has remained steady at 249 students.

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. Bond Proceeds
The Board discussed options for the unspent bond proceeds. The leadership team will consider options and make a recommendation to the Board at the next meeting.
- b. DPS Charter Renewal Updates
Jessica and Laura will attend a Charter renewal kickoff meeting on May 8th with DPS.
- c. April 27th Early Release question
The Board discussed whether to close early on April 27th due to a planned protest.
- d. Recruitment updates, including Round 1 Choice Outcomes
Charter recruited 36 new students through Round 1 Choice. With disenrollments, Charter is projecting 225 students next year and expects that number to grow.

For First Steps – One English-speaking student is waitlisted for the dual language program. There is room for seven Spanish-speaking students in the dual language class. There is room for 19 more students in Primary.

- e. Contract Renewal Discussion
Overall, staffing will be stable from this year to next year. There are a few transitions, but no major changes.
- f. Draft Charter Budget and Approval of Charter Salaries

The Board discussed the preliminary draft Charter budget.

A motion was made and seconded to approve the proposed salary budget of \$1,634,541.

Vote: Yes – 6, No – 0

g. Approve Audit Service Provider for Charter and First Steps
Deferred to next Board meeting.

h. First Steps Teacher Leave Requests

One of the Primary lead teachers requested July 4 through the remainder of July off.

A motion was made and seconded to approve the extended leave request.

Vote: Yes – 6, No – 0

i. Teacher Appreciation

The Board discussed sponsoring a teacher appreciation event on Thursday, May 10th.

VII. Executive Section

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

Vote: Yes – 6, No – 0

The Board went into executive session at 8:44 PM.

A motion was made and seconded to exit executive session and resume the regular meeting.

Vote: Yes – 6, No – 0

The Board went into executive session at 9:00 PM.

VIII. Recap Action Items & Assignments

N/A

IX. Adjourn Meeting

The meeting was adjourned at 9:00 PM.

A handwritten signature in black ink, appearing to be "Amy M. D.", is written at the bottom of the page.