

**Mountain Village Montessori Charter School
Governing Board Meeting Agenda
November 10, 2016 @ 8:30 am
Mountain Village Montessori Charter School
27285 Brandon Circle
Steamboat Springs, CO 80487**

Our Mission:

To inspire each child to learn and grow as a responsible global citizen in a collaborative, peaceful and safe environment through the proven methods of Montessori education. As a school of choice, Mountain Village Montessori Charter School is a place for students, families and teachers to grow together as a community. MVMCS aims to develop responsible, self-directed and resilient children who become life-long learners and creative problem solvers.

Our Vision:

Mountain Village Montessori Charter School creates a respectful, safe, nurturing and diverse educational community where students, staff, parents and community members collaborate to become empowered, enriched, challenged, resilient and prepared individuals collectively meeting the demands of an ever-changing society.

- I. Call to Order 8:33 am. In attendance: Kristen Rockford, Emily Barnhart, Jason Gilligan, Aimee Dendrinis, Jeff Merage, Michael Hayes. Also in attendance Lesa Radford, Jen Mac, and Deidre Sanders.
- II. Agenda Review - Approval of Agenda
- III. Public Comment n/a
- IV. Approval of October Minutes - Kristen moves to approve, Emily 2nds, all in favor
- V. Director's Report (10 minutes)

HOS Report November 8, 2016

Enrollment/Tuition/Inquiries

- Student numbers update – 130

Preschool full day	15	Primary (3 classes with 3 leads and 8 assists)
Preschool ½ day	14 (change +1)	
Kindergarten full day	26	
Kindergarten ½ day	2	Lower Elementary (2 classes with 2 leads and 2 assists)
1 st grade	25	
2 nd grade	11	
3 rd grade	16	Upper Elementary (1 class with 1 lead and 1 assist)
4 th grade	10 (change -1)	
5 th grade	11	

- Kindergarten Lottery for 2017-2018 occurred on October 28. Please see enrollment policy posted on our website for our policy related to this early lottery.

Families who participated in k lottery	23
● Currently enrolled preK students in lottery	16
● Potential K-students new to school	7
Anticipated Kindergarten spaces for 2017-2018	30

Anticipated Kindergarten Spaces – 30 (based on 3 classrooms of 30 children)

Currently enrolled preschool students in lottery – 16

Potential new kindergarten students - 7

Before and after care October:

Before care total number of children who attended at least once	3
Before care regulars October	2
After care number of children	17
After care regulars	7

Inquiries and Applications for 2017-2018 school year (beyond currently enrolled). Preliminary numbers.

Preschool (3yo in 2017-2018)	8
Preschool (4yo in 2017-2018)	6
Kindergarten (2017-2018)	8
1 st -6 th	4

Communication/Community –

- Staff/Board Winter Party at the farm Saturday Dec. 10 at 5:30pm
- Prospective Family Gathering – Dual Language Dec. 15 at Bud Werner Library
- Winter Celebration 11-11:30 December 20 at the school
- Mentioned in Monday’s Steamboat Today article “Local Enrollment Slows”
- Consistent FB and Instagram presence
- Weekly all school communications out to families plus periodic communications at the classroom level.
- One classroom using blog.
- Updated All School Calendar on website
- Tours for prospective families twice/month on Wednesday @ 10:00 by reservation through office.
- Current families may now schedule an observation in classrooms by appointment or volunteer in classrooms.
- Coffee with HOS every other week on Fridays at 8:30 unless traveling.
- Overwhelming positive response from parent/teacher conference. Many were in tears over how the school has impacted family live. It was very well attended.

Assessment update:

- All literacy assessments for READ Act completed by assessment team last week. READ Plans written for appropriate students and shared with parents over conferences.
- Have an extension for K-readiness (TS Gold) assessments. Will begin those assessments with one teacher from each primary classroom.
- Completing setup for STAR interim math assessments. Staff training required and after that training assessments should begin in 1 week. Literacy assessments for 4/5 classroom next week.

Hiring/Staff (new highlighted) –

Lead Teachers	6
Assistant Teachers	9
Office Administrator	1
ESS Coordinator	1
Preschool Director (24 hours)	1
GT coordinator (PT salary)	1
School Psychologist	1
Speech Language Pathologist	1
Occupational Therapist	1
School Nurse	1

- Lorelei has coordinated relationships with Special education service providers including a school psychologist, speech language pathologist, and occupational therapist. These services are required for children identified for special education services in their Individual Education Plans.
- Staff perceive issue with lack of assistant teacher in the afternoon in one of the Lower Elementary classrooms. The assistant teacher serves as the PE teacher in the afternoon.

Facility and Materials –

- Shoveling and plowing at school taken care of by property management.

• Cleaning Service	• 800/month
• Mats	• 130/month
• supplies (TP, paper products, hand soap, etc)	• 500/month
• Trash	• 200/month

School Safety

- Conducted lockdown drill in October.

CSI/CCSP/SSSD/compliance

- October Count Certification was sent to CSI November 7.
- 74 FTE students
- 27 Kindergarteners (.58 FTE)
- 7 - Special Education Students
- 2 - 504 students
- Human Resources and Special Education reports sent a little over a week ago. Fixing errors on those reports this week.
- District Mil Levy Results of full day K are in and...

Budget and Finance

- Before and after care billing cleanup. One rate preferred.
- PreK and K billing on consistent date
- Predicted vs. actual FTE payments (89.7) and true up.

VI. Treasurer's Report

- A. Mill Levy passed and now public school will have free full day Kindergarten
- B. Cash Flow is being affected by many factors. Some of it will be made up this summer.
- C. Jason create a list of action items on how we will be able reduce costs and raise funds to reduce shortfall.

VII. Committee Updates

A. Facility Committee

- a. New strategy - lease modulars with land capital campaign vs. full campaign
- b. Site Visit to Ross Montessori will be scheduled soon.
- c. Kristen will follow up USDA-RD Community Facility Loan Program to find out how much we can borrow.

B. Fundraising Committee

- a. Create an annual fund and Kristen will open a new bank account with Yampa Valley Bank
- b. 501c3 status- first application was denied because of board member turnover and discrepancy in name. Kristen updated the name change and address. Jason will reapply this week and will ask for advanced ruling status.
- c. CO Gives Day - Yampa Gives Day
- d. YVCF-Kristen moves to allow Jeff to pursue arrange a funding relationship with YVCF until we receive our 501c3. Aimee 2nds. All in favor
- e. Capital Campaign will start with a Silent phase. Ask Jon Sander for a list of names.
- f. Daniel's Fund - Aimee will apply for it by Thanksgiving. Asking for professional development.
- g. Community Building sub-committee led by Alyssa Merage who is developing a calendar of events that are easy to organize.

- C. Staff Representative - Emily will reach out to parent volunteer committee to seek additional help in cleaning. Emily suggests an in-kind contribution for cleaning toward tuition.
- VIII. New Business
- A. Board Recruitment & Development - Jeff Gerber, Adam Wright, Carrie or Toni Reiquist (Deidre S), Stacey Cavanagh, Bob Dapper, David Patterson,
 - B. Kristen will find someone to take the lead on inviting founding families. Invite founding families to tour to school and ask for their help in fundraising. Lesa Radford
 - C. Friday, December 2 8:30 am - 3 pm mini-Strategic Planning Session led by Nora Flood
 - D. Aimee will look in to golf course liability
 - E. School Accountability Committee is led by Aimee and they had their first quarterly meeting
 - F. X-Country skis are available wholesale for \$1,500 for 30 pairs of skis that can be latched onto boots. 4 board members have offered \$2,500 to cover the cost. Riglet by Burton is \$2,500 and Burton will include x-country skis.
 - G. Honoring Dan LeBlanc's work - Kristen will reach Paul with Cafe Diva. Deidre will ask Katie Brown for a couple of day ski passes.
- IX. Old Business
- A. Traffic light we know it blinks we just need it programmed for the correct times. Aimee will take the lead on this.
 - B. Schedule a work session for the full day kindergarten issue. When do we cover full day K, how do we pay for full day K, staffing to cover increased full day K. Also Education/Outreach on why MVMCS is not covered under the mill levy. Do we fundraise for full day K, apply for grants from Education Fund Board or Craig Scheckman Family Foundation.
 - C. Lesa Radford will take the lead in determine cost factor of lowering student numbers in elementary classroom as it relates to square footage, staff, etc.
- X. Next Meeting, December 8 8:30 am
- XI. Adjourn, Aimee moves to adjourn. All in favor. 10:51 am.