

**Mountain Village Montessori Charter School  
Governing Board Meeting Minutes  
September 8, 2016 @ 9 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 8:59 am

Attendance: Aimee Dendinos, Emily Barnhart, Kristen Rockford, Michael Hayes,

Mercedes Dugan

II. Agenda Review - Approval of Agenda - all in favor

III. Public Comment n/a

IV. Consent Agenda Item:

- a. Approval of Minutes - Kristen moves to approve Aimee seconds, all in favor

V. Playground/Gym Lease discussion with Ty Lockhart

Kristen will call Cara to find out who rented space last year that she recommends and what rate they were charged. Kristen reach out Rob, Volleyball, Neill. Soccer teams under Rob may want to use the gym as well. Kristen will email parents about opportunity to rent gym space .

Board agrees to finalize discussion with Ty by amending the lease once estimates are gained.

VI. Director's Report

• Enrollment/Tuition

- Student numbers update – 135

Communication –

- Article in paper about school opening and press release on the farm yesterday.
- Radio ad recorded and running
- Need to advertise about parent only back to school nights next week
- Systematic communications now that school is running. Calendar, newsletter, white boards out front.
- Working through communication systems on the fly.

Hiring/Staffing –

- Issues with finding school nurse. Pam is working for primary only. VNA nurse, Carol, who works with North Routt does not have the bandwidth. Jamie Weinress and Eddie Seffrod

need to be asked. Emily will reach out to Jamie Weinress first.

- Need to set up contracted services for OT, and school counselor. Emily will reach out to Alison Hobbson.
- See issues with after school licensing below.

Facility and Materials – So many thanks needed here...

- Gas lines for ¾ room removed or out, base strip repaired for ¾ room.
- We have an e-fax number.
- Bid for rugs is \$100/month for 10 months is \$1,000. Current cleaning bid is \$6,600/year. Budget custodial amount is \$10,000.
- Still waiting on file cabinets and chromebook cart.

School Safety

- Pick up and drop off going ok, but not great. Explore the possibility of elementary pickup on the East side of the building. More primary parents getting the app.
- Michael will present a new flow map for implementation on Monday with Elementary drop off on the east side and primary drop off on the north side. For pickup, need to add a greeter at the entrance who relays the family name via walkie talkie to another greeter at the main entrance. Another expediter will help with the cross traffic between primary and elementary lanes. Elementary kids will have to join their primary siblings for pickup. Parents are welcome to park in designated spots for pick up and allow children to play in playground. Primary parents who park must personally sign child out.

CSI/SSSD compliance

- It appears we need another license for our afterschool program. Option 1 is to extend the ages for our childcare license. This only requires a letter but also requires the preschool director to be present for 60% of hours to include after school hours. Option 2 is to get our after care license for 6-12 yr students. This will require separate staffing for two programs at least in the eyes of our childcare licensing and completing the application.
- Exceptional student program plan to CSI this week.
- October Count day is October 5. All hands on deck getting our student data into student information system.
- Michael was at Administrator Mentor Cohort in Colorado Springs yesterday. This is required for our grant.
- All receipts for final reimbursement of Year 1 of CCSP grant in by Friday at noon. Kristen is working on this deadline. Jeff will reach out to Ginger at CSI for recommendation on what other schools use to manage CCSP grant.
- Required CCSP grant renewal webinar Friday at noon.
- Exceptional Student Bootcamp for Lorelei and possibly Sally on Friday.
- Next rounds of compliance stuff to work on for CSI and CDE center around READ Act and READ Plans for K-3, kindergarten readiness assessment, and standardized testing calendar.

Budget and Finance

- Grant revision for elementary Montessori materials has been approved but Year 1 must be finalized before Year 2 funding can be spent.
- Include preschool supplies for ¾ year old afternoon.

Program

- Teachers and students busy setting norms for their classrooms and getting students used to 3 hr work cycle.

VII. Treasurer's Report

- 1) Review updated budget
- 2) Received \$26,000 donation check from SSM - depositing today (Thursday)
- 3) 143 students enrolled - this is in line with budgeted amounts
- 4) Need to look into CCSP grant and find places where we can move some year 1 costs into year 2 CCSP funds
- 5) First payroll was successfully processed - Paychex has been very good to work with
- 6) Need PERA forms back from Employees

VIII. Committee Updates

- A. Facility Committee - Architect Meeting is scheduled for September 13. All are invited.
- B. Fundraising Committee - Need to hire someone to manage the Capital Campaign. Jeff recommends we create a report of total need before launching the campaign.
- C. Hiring Committee - n/a

IX. New Business

- A. Board Recruitment - Interview Jeff Merga
- B. After interviewing Jeff Merga, Aimee moves to nominate Jeff Merga as our 6th board member, Emily seconds. All in favor.
- C. Will need to establish email account for Jeff, add to board list, and give permission to Google Drive.
- D. Per CRS 24-6-402 (2)(c), the public place or places for posting notice of board meeting location and agenda shall be designated annually at the local public body's first regular meeting of each calendar year. As such, the board agrees the north facing administrative office window will be the official location for notice of board meetings and agenda.
- E. Kristen will place approved minutes from the consent agenda and board meeting agenda on the school's website, both of which are required to be posted online per the charter contract.

X. Next Board Meeting November 10, 2016 8:30 am at Mountain Village Montessori Charter School Conference Room

XI. Kristen moves to Adjourn at 12:41 pm, Aimee 2nds, all in favor