

Mountain Village Montessori Charter School
Governing Board Meeting Minutes
January 12, 2017 @ 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 at 8:42. Michael Hayes, Aimee Dendrinis, Emily Barnhart, Jeff Merage, Kristen Rockford are in attendance.
- II. Agenda Review - Approval of Agenda Emily moves to add a discussion on Education Fund District Grant, Kristen seconds, all in favor
- III. Public Comment n/a
- IV. Approval of November, December 2nd, & December 8th Minutes Emily moves to approves, Aimees seconds, all in favor.
- V. Board Recruitment
 - A. Upcoming Board Trainings, Events, Conferences
 - B. 9 am Meet Board Member candidate, Mike Morris
 1. Small business owner who wears many hats, has a vested interest in Montessori with two boys. Wants to be more involved in the community and will be leaving Leadership Steamboat and will free up some time plus has a functioning staff that can run the business.
 2. Aimee nominates Mike Morris to become our 7th board member. Kristen seconds. All in favor.
- VI. Director's Report
 - A. Enrollment/Tuition/Inquiries
 - Student numbers update – 137 (net gain of 4. Gained 6 and lost 2)

Preschool full day	18 (change +2)	Primary (3 classes with 3 leads and 8 assists)
Preschool ½ day	15	
Kindergarten full day	29 (change +2)	
Kindergarten ½ day	2	
1st grade	24 (-1)	Lower Elementary (2 classes with 2 leads and 2 assists)
2nd grade	11	
3rd grade	16 (-1 and +2)	
4th grade	10	Upper Elementary (1 class with 1 lead and 1 assist)
5th grade	11	

Intent to Return 2017-2018 (as of January 11)

Returning preschool (current 3yo)	15
Confirmed Returning (current 4yo via K lottery)	11

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Confirmed New Kindergarten via K lottery 6
Returning 1-6 67
Total Intent to Return Confirmed 99

Before and after care January (at time of writing):

Before care total number of children who attended at least once 3
After care number of children total 16

- Prospective family tours every Thursday in January at 10:00 am plus Prospective Family Open House Wednesday at 6:00 pm
- Update of website to streamline and clarify enrollment process.
- 1 article related to enrollment
- 2 advertisements in paper
- Targeted Facebook advertising.

Communication/Community –

- Thank you to Emily and Kristen R. for representing at EFB meeting Wednesday night. Plus to Kristen for getting MVMCS and EFB in the paper.
- Thanks to Aimee for the time and attention she put into the Daniels fund application.
- Thanks to the team of staff putting together innovation grant for EFB (due January 18). Grant will support training and implementation of intentional school culture that will include a synthesis of mindfulness, Montessori Peace, and Leader in Me curriculums.
- Parent and staff surveys attached. Results are very positive with some clear directions for us: Communication, Reporting of Student Learning,
- Staff training day focused on looking at results of parent and staff surveys and student literacy and math assessment data and action planning around that data.
- Thanks to those Teachers, students, and staff who attended the Prospective Student Open House. We had 25 prospective families attend.
- Consistent FB and Instagram presence continues plus FB targeted marketing for prospective parent family gathering and enrollment.
- XC ski program. We have skis and we are waiting on grooming by Steamboat 2 metro district.
- Upcoming event: Advocacy Training Featuring Derrell Bradford
- Join us this Saturday, January 14 from 9:00 AM - 12:30 PM at the Colorado League of Charter Schools' Training Center in Denver
- Upcoming event Colorado League of Charter Schools Annual Conference. February 23 and 24. HUB and G and G are sponsoring HOS attendance so CCSP dollars can go towards at least one more. Highly valuable training and networking.

Assessment update:

- English Language Learner (ELL) assessment window is open. Children will take this assessment during the assessment period.
- Attached are STAR Math (1-5) and DIBELS literacy assessment results. Staff

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spent time over the work day diving into these results and discussing ways these results will impact instruction and intervention.

- All middle of year literacy assessments (DIBELS) for READ Act completed by classroom teachers with the exception of Kindergarten students who will complete next week.

Hiring/Staff –

Lead Teachers 6
Assistant Teachers 9
Office Administrator 1
ESS Coordinator1
Preschool Director (24 hours) 1
GT coordinator (PT salary) 1
School Psychologist 1
Speech Language Pathologist 1
Occupational Therapist 1
School Nurse 1

- Advertised for Lower Elementary and Upper Elementary Leads on website, word of mouth, and with Teacher-teacher. Please spread the word. Will form hiring committee in January and interview in February.

Facility and Materials

o Nightly cleaning of facility began January 6. This is an immense help to staff. Thanks to the Merage Foundation for the support.

School Safety

- The unplanned fire alarm on January 11 went very well internally. The building was evacuated in 90 seconds and cleared in less than 4 minutes. Children were inside Anchor Way Church in 15 minutes.
 - Response of sheriff was approximately 10 minutes and fire trucks were on the scene 25 minutes after the initial alarm.
 - Debriefing the incident and adjusting internal and external emergency response is in process.
- B. Kristen will send a formal email to the Fire Marshall requests them review time.

CSI/CCSP/SSSD/compliance

- G and G consulting (pending approval of relationship by the board) will update financial transparency page for compliance. This should also give us significantly more tools to monitor finances for this and upcoming years.
- Board approved Budget revisions due to CSI on January 31. G and G will work with finance committee and HOS on revisions.
- SPED reporting certification due January 17
- Human resources reporting certification due January 17

Budget and Finance

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- See attached proposal for work for G and G consulting.
- See Jason's proposal for tuition and fees for 2017-2018. Getting these rates approved is important for communication to incoming families.
- CCSP approval for Year 2 funds. G and G will facilitate managing.

VII. Treasurer's Report

A. Vote on Work Agreement with G&G Consultants

B. Jeff moves to approve agreement with G&G Consultants, Aimee seconds. All

VIII. Committee Updates

A. Facility Committee

a. Gym lease to Steamboat Soccer Club - Aimee will write a lease for January with the Steamboat Soccer Club with a good faith option to extend assuming lease negotiation are moving while we continue to negotiate with Ty. We are ready to sign this lease but we can't move forward with it based on the revisions Ty has proposed. We can't allow you to continue using the space until we have finalized this with Ty.

b. Discussion on Lease Amendment - Kristen moves to send the lease to legal counsel to review. Jeff seconds the motion. All in favor. We need to know the true foundation of the lease. What position are we in if we don't sub-lease the gym? What are our options? Given the email from Ty regarding the playground, what is our obligation.

c. Vote on Letter of Understanding with Steamboat Architectural Associates. Krisen moves to approve agreement with SAA, Mercedes seconds, all in favor.

B. Fundraising Committee

a. 501c3 application has been submitted

b. CO Gives Day funds update - mailed and received by the League on Monday

c. Update on Capital Campaign - has not been launched

d. Update on Daniel's Fund - application has been submitted

C. School Accountability Committee update

D. Update from Staff Rep

IX. New Business

A. Vote on Tuition Changes for 2017/2018 school year

B. Education Fund Board District Grant. Emily suggests writing a grant for a grant writer and Literacy intervention/specialist, Financial need scholarship. Emily, Aimee, and Michael will work on grant

X. Old Business

A. Honoring Dan LeBlanc's work

XI. Executive Session, if needed

XII. Next Meeting is February 2, 2017 at 8:30 am

XIII. Adjourn at 12:01 pm