

Mountain Village Montessori Charter School  
27285 Brandon Circle  
Steamboat Springs, CO 80487  
**Governing Board Meeting**  
**July 13, 2018**

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 meeting the demands of an ever-changing society.

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In Attendance:

Jeff Meraige (Chair)  
Jason Gilligan (Treasurer) (via phone)  
Leslie Gumbrecht (Secretary)  
Michael Girodo (Head of School)  
Darcy Walters (Faculty Representative)  
Julie Dinkens (Administrative Director)  
Emily Barnhart  
Mona Gibson

Action Items:

- All board members need to complete the Needs Assessment document by Friday, July 20. Please fill out the excel doc and email to Jeff.
- Julie will send out an invite for the Back to School picnic once the distribution lists are done.
- Emily will reach out to potential members for the SAC.
- Jeff will coordinate with John B. and send out a Doodle Poll to determine End of Summer Retreat dates.
- Julie will reach out to a potential videographer.
- Jeff, as the chair of the newly formed Recruitment Committee, will reach out to potential board members.

Minutes:

- I. **Call to Order:** 1:10pm
- II. **Agenda Review:** Agenda reviewed by board.
- III. **Public Comment:** None.

- IV. **Approval of Minutes:** Emily moves to approve June minutes. Mona seconds.  
Approved.
- V. **H.O.S. Report:** (Michael G.)
  - a. Renewal Process: Michael and staff have been working on renewal documents and procedures--all is up to speed and on schedule.
  - b. Hiring: Interviewing for the Literacy Specialist position. In addition, Michael will be reaching out to consultants for support with teaching and learning.
  - c. Facilities: Michael suggests having a "community work day" to help with some painting, etc. Michael will send out email with details. Sign Up Genius could be used to help scheduling. Carpets will be cleaned prior to the start of school.
  - d. Lease Update (Jeff): Jeff explains that they are working through the last few points of negotiation concerning the lease. It will be a 7 year lease. Board discusses the possibility of including the parcel of land between the playground and the Heritage Park neighborhood in the lease. Jeff will follow up and provide an update at the next meeting.
- VI. **CSI Renewal: Board Work--due 8/15/2018:**
  - a. Needs Assessment: All board members need to fill out the Needs Assessment document. It is an excel spreadsheet with 3 tabs: 1) information; 2) questions; and, 3) consolidation of answers. Board members need to complete the questions in tab 2 and send responses to Jeff by Friday, July 20.
- VII. **Strategic Planning:** This section tabled until 8/10
  - a. Student Achievement
  - b. Operations
  - c. Finance
  - d. Culture
  - e. Community Building
- VIII. **Committee Updates:**
  - a. Business/Finance Report (Julie):
    - i. 501 (c) 3 Update: Our 501 (c) 3 application has been received. Processing will take between 3 and 6 weeks. Julie will keep us posted.
    - ii. Insurance Update: The insurance options for staff have been finalized. A few changes were made including changing to Moody and moving the policy anniversary date to 9/1 annually.
    - iii. FY18 Update: Final numbers are good. We met our TABOR requirement. We are going into the 18/19 year with a small surplus.
  - b. Fundraising:
    - i. Annual Event (Mona):
      1. Scheduled for September 28 at Old Town Pub.
      2. Sponsorship Opportunities: Mona wants to increase our sponsors for this event. Board members should pass on the sponsorship letters that Mona sent via email.
      3. Teacher tickets: There will be a number of tickets that people can underwrite for the teachers. Recipients will be chosen via a lottery system.

4. Marketing Video: Board discusses the possibility of making a short marketing video to unveil at the annual event. Julie will reach out to a possible videographer.
  - ii. Other Fundraising Opportunities were discussed including a Spring Carnival, a Holiday Market, and a Book Partnership with Off the Beaten Path. Mona will follow up.
  - c. SAC: The committee's reauthorization work is done. Emily suggests spending some time discussing the role/function of the SAC at our End of Summer Retreat.
- IX. New Business**
- a. Governance and Recruitment Committee:
    - i. Discuss creation and recruitment procedures: Jeff suggests forming a subcommittee of the Governance Committee to handle board recruitment. The president (or president elect), vice chair, and HOS would be standing members. This subcommittee would be responsible for approaching, interviewing, and retaining board members. After discussion, Jeff moves to create the Recruitment Committee as a subset of the Governance Committee. Mona seconds. Approved.
  - b. Schedule End of Summer Retreat: Jeff will send out a Doodle Poll for dates.
    - i. Invite John Brendza to facilitate
- X. Old Business:** Not discussed.
- XI. Review of Action Items:** Reviewed by Board.
- XII. Next Meeting:** Friday, August 10 at 12:30 at MVMCS..
- XIII. Adjourn:** 3:11pm

Tabled Items:

- Strategic Planning Work