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# Compass Montessori Board of Directors

## Meeting Agenda

August 25<sup>th</sup> 2015, Golden Campus Library



**7:00pm: Call to Order at 7:02**

**Attendance: Rebecca Story, Mike Ambrosiak, Jeff Smith, Eileen Kratzer, Hannah Ewert-Krocker, Bill Kottenstedte, Dan Coerner, Seth Webb, Cameron Gehlen, Pat Howard, Ekaterina Jorgensen, Megan Witucki**

**1) Consent Agenda Items (5 mins)**

- Approve agenda ED Dashboard
- a) Approve June 2015 meeting minutes
- b) Approve July 2015 meeting minutes
- c) Treasurer's Report/Variance Reports

Mike moved to approve consent agenda. Jeff seconded. Approved unanimously.

**2) Community Sharing (10-15 mins)**

- a) Celebrate Compass – a time for our community to identify and share positive feedback on our community

Pat - there is already a joy in the work that everyone is doing.

Cameron - met with the GT coordinator from JeffCo. He was very complimentary.

Seth - there is great collaboration happening across campuses and amongst all professionals.

Bill - thankful for the planning of the trips and the extra work that makes them go so smoothly.

Rebecca - new admin teams at both campuses

- b) Community Comment – This is an opportunity for our community to express concerns, issues, or ideas. Members of the Compass Community who would like to speak during this time are requested to sign-up on a sheet prior to the start of the meeting. The sign-up sheet will be available 15 minutes prior to the meeting. A time limit may be imposed depending on the number of speakers. Letters provided for reading will be limited to 4 minutes, the full text will be included in the minutes.

Ekaterina - Children's House students are eating in their rooms. Third year trip at Golden will be happening in the fall to help promote bonding. Farm school is integrating the farm into the lunch at an even higher level. High school went on trip the first day of school, it went really well. Ekaterina is encouraging more staff to attend the Board meetings.

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Megan - Wheat Ridge has gotten off to an amazing start. Everyone is enthusiastic. Cameron's leadership is outstanding. Upper El is on their trips. Orientation went smoothly. Parents at Back to School Night stated how happy they are to have their families at Compass. Megan will also encourage staff to attend the meetings.

### 3) Updates and Reports (45 mins)

#### a) Teacher and/or Principal updates

Cameron - Back to School work day was very successful. It was good that staff was there and families that stayed all day. "The year of refinement" - MRX is aligned to standards; Candace has begun Farm School MRX albums; MAP process has been refined; the teacher observation practice has been refined; consultants at two different levels will be here the end of September to work with staff; staff will receive a refresher course on the tone bars and bells in April. Thanks to Pat, Charley, Cameron and Seth for all their work.

Seth - focusing on refining and developing systems: communication,, instruction, security. PD days were focused on connections to each other and their work, pedagogy, assessments, etc. Structural tension charting: Where are we now; where do we want to go; how and why.

#### b) ED update: See dashboard

Budget: see variance reports

Dan is preparing for our audit. The auditor wants to see the budget approved by the Board. We needed to amend the Wheat Ridge budget because our expenditures were higher than our revenues. Bill and Dan are still updating the budget for this year because of increased Mill Levy monies.

Bill sees a great benefit in the investment in leadership training for Cameron. Seth is going through the Catapult training and is acting on the tools that they have provided.

The Shelton training is set up for November. It is about serving students of diverse learning needs. Montessori Applied to Children at Risk. Teachers will be giving their time on Saturday and Sunday. It will include other Montessori schools with those schools paying. Then that money can be used to get the second part of the training.

Pat and Charley have done great work this summer. He is glad to be able to focus on Wheat Ridge and is able really support all the teachers. Candace has already done remarkable work with building out a math program within their occupations in the Farm School.

We have submitted a presentation about student centered learning practices to South by Southwest.

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- 4) **Education Segment – Tight/Loose (30 mins)**

Bill will walk us through the tight/loose concept of management and we will review which items the Board has already designated as tight and loose.

See attachment: Tight policies are consistent through the two campuses. Loose policies have room for flexibility. A large part of the need for this is because we are two campuses. We are becoming a “Best Practice” School as opposed to AMI or AMS. Staff is deciding together what “Best Practice” is for a trained group of Montessori professionals who work with a specific group of children.

This is a working document and will be added to as topics are brought up.
- 5) **New Business (45 mins)**
  - a) Mike moved to amend the WR 2014-2015 Budget as presented by Dan and Jeff. Jeff Seconded. Approved unanimously.
  - b) End of year financial report by ED - presented earlier in meeting
  - c) Enrollment update by ED, including budget impact - the school is fully enrolled with wait lists at all levels.
  - d) Authorization to pursue bond refinancing - Mike made a motion to give Dan and Bill the support to investigate and pursue bond refinancing. Hannah seconded. Approved unanimously.
  - e) Meeting preparation Please get things into the dropbox the Friday before the meeting. Eileen will take off and add people to the drop box (Hannah)
- 6) **Old Business (10 mins)**
  - a) Appointing a liaison to CMEF board - Hannah will serve in this position as long as she is able to make the CMEF board meetings.
- 7) **Executive Session per CRS 24-6-402(4) (20 mins)**
  - a) Eileen moved to enter into Executive Session pursuant to per CRS 24-6-402(4) for Quarterly Discussion of Executive Director job performance at 9:00 p.m. Hannah seconded. Unanimously approved.
  - b) Hannah moved to leave Executive Session at 9:33 pm. Jeff seconded. Approved unanimously.
  - c) Regular meeting was reconvened at 9:34 pm
  - d) During executive session to discuss the Executive Director quarterly job performance review there was a proposal to create a formal evaluation. By the next meeting we will pull together materials and set up a work session to begin developing the formal evaluation.

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**8) Adjourn**

- a) Hannah moved to adjourn the meeting at 9:38. Jeff seconded. Approved unanimously.

**Next meeting**

**Tuesday, September 22, 7pm, Golden Campus**

**PARKING LOT:** (1) Updated board officer and job positions; amended Board Policy Handbook; by laws update ; (2) Access issues; (3) Updates on strategic plan execution; (4) Tight/loose on school culture

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