

Compass Montessori Board of Directors

Meeting Minutes

September 27, 2016, Wheat Ridge Campus



6:00 pm: Call to Order. Full board present.

1) Consent Agenda Items (5 mins)

- a) Approve agenda
- b) ED Dashboard
- c) Treasurer's Report/Variance Reports
- d) Approve July, 2016, meeting minutes, and August, 2016, minutes
- e) Rebecca moved and Eileen seconded to approve consent agenda. Unanimously approved.

2) Community Sharing (15 mins)

- a) *Celebrate Compass* – a time for our community to identify and share positive feedback on our community
 - i) Tiffany celebrated Earth Room teachers Leah and May as they did a great job answering questions at recent parent night.
 - ii) Pat celebrated: Maps testing went well.
 - iii) Rebecca celebrated the conferences – it was great to see the Map data and the goals
 - iv) Mike celebrated the third graders taking their trips early in the year.
 - v) Eileen celebrated the upcoming 5K.
 - vi) Seth celebrated music together. In farm commons, the students is working in the area music is occurring. Potential for older students to join in and mentor sessions.
 - vii) Rebecca celebrated Kami. She was wonderful in response to Rebecca's son's concussion.
- 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 3-4 minute time limit may be imposed depending on the number of speakers and the length of the agenda. Letters provided for reading will be limited to 3-4 minutes, and the full text will be included in the minutes.
 - i) *None*

3) Updates and Reports (1hr, 20 mins)

- a) Strategic Plan Update – Academic Goal (20 mins) – Eileen Kratzer & Hannah Ewert-Krocker
 - i) Eileen gave an update on the SAC committee. Lavanya is doing a great job making the roles and calendar clear. Cameron also supported the effort. Hannah recommended having a sit down with bill to discuss priorities. Mike explained the desire was for each board member to meet with Bill and lead select areas of the strategic plan. This is to help keep the board on goal for strategic plan. Eileen talked to Bill about the ED evaluation. We have Montessori trainings and it is happening in the classrooms but do we support the idea that as long as it's Montessori, does it matter that some testing and student scores may not be high. Or do we want to say scoring is a priority. MAP and

Utilizing authentic Montessori methods, the Compass community aims to nurture the whole child and enrich the lives of each student from Preschool to 12th grade.

Compass will provide appropriate challenges and support to enable each student to prepare for the intellectual, spiritual, emotional, social, physical, and societal transitions appropriate to each students inner vocation. Our goal is to foster competent, responsible, and independent citizens who love learning and respect themselves, other people and their environment. -Compass Mission Statement

Compass Montessori Board of Directors

Meeting Minutes

September 27, 2016, Wheat Ridge Campus



Dibels has been identified as some of the tools to measure student performance. Bill mentioned that there's a lot of work done in areas of academics but the board needs to say within the academic realm what are the priorities – to push the needle harder – we can pull the data but now need direction on where to go in terms of data outcomes. Hannah mentioned that her school is using map data to set goals for testing data and that they are interlinking the method of Montessori with achieving goals for assessment. Seth cautioned board not to make strict goals as both schools are still in exploration of understanding a true baseline. Seth feels that MAP is operational. Going deep into the learning continuum. Cameron looked at how many kids are on target and how many are not. However, Bill and Cameron have looked at how to figure out how to share knowledge about success in areas across classrooms. In 3rd grade a very small number of kids take the test, so percentages may be difficult. Bill wants the board to develop board priorities for academic achievement. Mike said that we aren't setting goals tonight, they have already been set in the strategic plan. Rebecca agreed with previous statements that our role is to guide decision making and Bill said that some items in the Montessori method do not translate to computer testing. Looking at the root cause of the issue will help. Mills Snowden asked if we split out the scoring between testing Montessori kids vs. transfer kids. Seth said that if we want really good test scores we can get really good test scores. We can mandate it but that would be very difficult to our teachers. MAP should be used to inform, not direct. Seth asked to be given more time and to be held responsible. Mike reminded everyone that there were guiding principles in the strategic plan, and that the staff, administration and board of directors together wrote the plan. He suggested as an exercise to go through the strategic plan on a regular basis, to ask whether we are on track, and to always question whether changes are warranted, and to always have the conversation, especially when we will be implementing a new 3-year strategic plan in June, 2017.

- ii) Mike explained the intent of having these areas updated each month: Board needs to reflect these areas and focus on what we put in a three-year strategic plan. This is our opportunity to touch base at the board level on academics. However, it is staff's role to fulfill the plan and reflect areas that should be altered.
 - iii) Discussion showed that some goals being set were not realistic as we didn't know the difficulty in raising scores after a certain point. It was reiterated that much of the goals in this area of the strategic plan and we are progressing positive overall.
 - iv) Bill continues to have concerns that one area of the plan we need more firm growth is academics. In terms of process consider directing most of the academic conversation through the SAC. We should have a high level statement of the board and the SAC can monitor in greater detail. Rebecca reminded folks a year ago, Set and Cameron recommended that we revamp this area of the plan and align it more closely with the UIP.
- b) Teacher Updates/Reports (10 mins)

Utilizing authentic Montessori methods, the Compass community aims to nurture the whole child and enrich the lives of each student from Preschool to 12th grade.

Compass will provide appropriate challenges and support to enable each student to prepare for the intellectual, spiritual, emotional, social, physical, and societal transitions appropriate to each students inner vocation. Our goal is to foster competent, responsible, and independent citizens who love learning and respect themselves, other people and their environment. -Compass Mission Statement

Compass Montessori Board of Directors

Meeting Minutes

September 27, 2016, Wheat Ridge Campus



-
- i) Pat reflected on the meetings set up by Seth on Weds. which gives Golden time to build bonds among new teachers and to allow touch points across grade levels. Students also seem happier. High school asked Pat to share that frustrated parents between high school times and farm school times. High schoolers are loitering waiting to be picked up. Seth is working on car line issues. If we are all on board and doing our part hopefully parents will be open to those changes.
 - ii) Megan commented Wheat Ridge celebrated Peace Day. A great celebration of peace was enjoyed. Fall conferences are happening. Really excited about those and goal setting in regards to maps ALP and READ plan. Still some teachers that need support in MAP area and goal setting for each student. First all staff meeting/professional development day was a great experience. First time theory was meeting the practice as the teachers got to view each others' environments and discuss. Positive and constructive feedback was shared and appreciated. Two teammates went to a gifted and talented student training and brought a lot of valuable information back to the instructional team. We tend to assume that gifted kids also perform high academically but they need as much support as a special needs student at times. Special Ed we are very strong. Staffing for gifted needs growth to develop ALPs. (In Golden, Charlie also went to the training to support gifted kids.)
 - c) CMEF update - Amy updated the board. CMEF lost two board members – Nancy Slyter and Christina Ells left the board. Jeanine Mason has accepted one open position. Ange Ard was invited to join the board. They are still in need of committee chair for the gala. The board approved a request from Bill for grant materials. CMEF's philosophy is to best use money in the community.
 - d) Guest Teacher (10 mins)
 - i) Guest teacher Ann Prosser joined the meeting today. She shared it is her 9th year at Compass. She taught with Seth at Free Horizon and before that taught at a traditional school. She feels the culture here at Wheat Ridge is strong and she appreciates the collaboration. Every year she has worked here a new admin model has been presented, which has been a challenge. However, she is happy to be a part of Wheat Ridge and aligned with fellow teachers at the school.
 - e) Principal Updates (10 mins each)
 - i) Cameron gave kudos to Cindy and her team. Also Cindy's behavior program is being used as an example in district conversations. Added 7 IEPs through the lottery. Additional paraprofessional ("para") for a young high-needs student was hired to provide additional support. It has been tough to get through a difficult process with so many new children. Compass is paying for para. School is having trouble finding affordable para staffing as Colorado has a high cost of living. Wheat Ridge is hosting a Parenting Safe Children event, talking about body safety and stranger safety. Cameron attended a seminar on how it works and was very impressed. They flyer was posted on the Compass blog yesterday. Here at Wheat Ridge Campus on Jan. 28. Working to

Utilizing authentic Montessori methods, the Compass community aims to nurture the whole child and enrich the lives of each student from Preschool to 12th grade.

Compass will provide appropriate challenges and support to enable each student to prepare for the intellectual, spiritual, emotional, social, physical, and societal transitions appropriate to each student's inner vocation. Our goal is to foster competent, responsible, and independent citizens who love learning and respect themselves, other people and their environment. -Compass Mission Statement

Compass Montessori Board of Directors

Meeting Minutes

September 27, 2016, Wheat Ridge Campus



have lunch provided. Free for staff and \$25 per family. If you think a predatory mind, you avoid schools that take this conference. Upper elementary student recorded Peace Day report. Check it out on the blog. Cameron also celebrated student goal setting with teachers and students. New trainings for teachers this year are very strong and fortunately many are inexpensive. Staff has been satisfied with these opportunities thus far. Ann is on the Colorado Montessori Association board and on Nov. 29 at 4:30 will have a meet and mingle.

- ii) Seth is taking a big systems approach to looking at the health of the Golden campus. Last year looking at things that needed to be removed. Last year was year of refinement but this year is the year of reflection and renewal. Seth passed out the Laws of Innovation and discussed them (from staff PD seminar). Seth has been talking a lot about service to the job, ALP, and special ed. Seth has asked staff what would they do if we didn't have a special ed team? This helps staff use MAP as a guiding source of information. This is the first time that Children's House will have conferences in addition to Watch Me Work sessions. Seth is spending the time looking at the higher purpose of their work. Every week they meet and reflect on readings and the higher purpose of this profession. Finding that staff is centering around that space to celebrate the spirit of the work. 7:30 on Weds. He discussed the Three Tiers of Professional Development:
 1. MindSet - Thinking About Our Thinking - MindSHIFT
 - a. Emergenetics
 - i. How One's Thinking Attributes influence One's Behavioral Tendencies
 - b. Leahy & Associates, Inc.
 - i. Moving from Problem Solving to Creativity and Innovation: Tom Leahy's "Laws of Innovation":
 1. Breathe
 2. Create a Circle of Inclusion & Safety
 3. Sound to Surface and Develop All Voices
 4. Provide Boundaries and Permission for Challenge and Growth
 5. Adopt, Develop, or Evolve Processes for Discussion, Decisions, and
 6. Divergence that Honor all Preferences in Balance and in Turn
 7. Trust the Process and See it Through Each Time
 8. See Consensus at Each Step in Your Process
 9. Seek Clarity and Understanding Through Shared Mental Models in all Communication, Decisions, and Conflict
 10. Become Personally Self-Aware of Your Triggers, Learning Edge, and How You Best Serve the Common Goals of the Team to Move Forward
 11. Conceive, Explore, and Discover Without Judgement, Bias, or Acted Resentment

Utilizing authentic Montessori methods, the Compass community aims to nurture the whole child and enrich the lives of each student from Preschool to 12th grade.

Compass will provide appropriate challenges and support to enable each student to prepare for the intellectual, spiritual, emotional, social, physical, and societal transitions appropriate to each student's inner vocation. Our goal is to foster competent, responsible, and independent citizens who love learning and respect themselves, other people and their environment. -Compass Mission Statement

Compass Montessori Board of Directors

Meeting Minutes

September 27, 2016, Wheat Ridge Campus



12. End and Avoid Your Own Mis-assessments, Judgements, and Resentments of Others
 13. Move to Inquiry
 14. Support, Empathize, and Compromise
 15. Hold Fast to Agreements When in Danger
- c. Service
 - d. Multi-Tiered Systems of Support (for all!)
 - e. Use of Data to Inform our Practice
 - f. Moving from Observation to Action
- (1) Administrators and teachers from secondary Montessori schools across the country will convene to observe our high school followed by break out conversations about serving the older adolescent. Coffee with the principal are also going well. Some points of challenge are school hours and travel. Seth is concerned with at 2:50 farm school commons are not in use and a disruptive atmosphere exists as some kids are being picked up. Seth says that carline continues to be a challenge. In a.m. fewer challenges but in afternoon traffic backs up to Salvia. Seth is working with the City of Golden. Seth will encourage community to go all the way down and through Tony Grampus Park circle and then coming back southward bound on Salvia. This will ensure emergency access and will work if we have more staff by the curb to get kids in and out of cars. This new plan will begin on Monday.
- f) ED Update (20 mins)
- i) Farm school students want to own their own micro economy. Eventually they want to become an LLC but found challenges in implementation. But better solution is that they are seeking a non-profit designation to run their store. A coffee shop in Old Town Arvada – Global Village – supports those affected by war in Africa – is seen as a strong model to learn from. Students are looking for a non-profit consultant to interview/learn from. Mike offered to help them with non-profit establishment. Another parent in the community who helps non-profits raise money – could be a good resource – also has ideas for effective fundraising. Work force readiness is a compelling story for our kids. Adult board members will be needed.
 - ii) Last week, Wheat Ridge mailed out CMAS scores and Golden this week. MAP data shows one figure, now CMAS had percentiles on them. This only went into the parent report and not the school report. Anecdotally, percentiles in MAP reports show students at higher levels – 20-30 percentiles better at times. Some parents are discouraged. We are still in a wait and see to see how we address it.
 - iii) The outcomes work is going well. Teachers have expressed a desire to align this work. The state has a 10-page document per subject that identifies outcomes. Bill is working with teacher volunteers at each level to align outcomes with level-appropriate lessons. Standards alignment has been done, however, in Bill’s opinion this was not something that teachers have connected to. Bill wants to get a more active connection so teachers

Utilizing authentic Montessori methods, the Compass community aims to nurture the whole child and enrich the lives of each student from Preschool to 12th grade.

Compass will provide appropriate challenges and support to enable each student to prepare for the intellectual, spiritual, emotional, social, physical, and societal transitions appropriate to each students inner vocation. Our goal is to foster competent, responsible, and independent citizens who love learning and respect themselves, other people and their environment. -Compass Mission Statement

Compass Montessori Board of Directors

Meeting Minutes

September 27, 2016, Wheat Ridge Campus



- have a better understanding of the outcomes expected by the state per age group. He wants teacher to identify curriculum that aligns more directly to state expectations. He sees this as work moving quickly for our kids.
- iv) The League brought the office of civil rights to present at a recent training. It is apparent that the Office of Civil rights is interested in ensuring access at all schools – neighborhood and charter. OCR presentation on recent executive order related to transgender students. Main point- when you segregate by gender, students have the right to stay with their identified gender. Overnights are an area we need to be sure we have proper training and policies.
 - v) ESSA (no child left behind) will build a state plan for implementation. State plan is being broken up into sections and each section will be addressed at various listening sessions. Concern about big questions being asked and the relative instability of CDE. Do we keep common core as our state standards? May modify standards. Do we maintain PARCC as our assessment? Questions as to whether they will be adopted. Defining what accountability system needs to be (SCHOOL REPORT CARD).
 - vi) Seeing more attacks against charter schools in Colorado and nationally. Charter school waivers related to teacher licensure will be questioned in the legislature this year. No Child Left Behind used to say that teachers had to be highly qualified but revisions remove highly-qualified. Federal law says teachers have to be licensed. These will be big issues in the legislature. Opportunity to get state to get a licensure for Montessori teachers perhaps? Colorado law is strong for charters.
 - vii) Lead testing at both campuses were found to be in good standing. (Some schools in Jeffco had high levels of lead in the water but fortunately our buildings are good.)
 - viii) More communication coming out through the blog. Like to shift more communication through the blog so we can continue to utilize social media for info dissemination.
 - ix) Changes to Bingo financial reporting – will clean up issues. CMEF treasurer and Bingo ops will report separately. So Bingo will be an part of monthly report to board.
 - x) 990s are on track.
 - xi) Meeting minutes reporting to Jeffco should go through Dan. Dan needs them for the audit and for financial transparency.
 - xii) Graduation Tracking – What information does the board want the high school to provide. There's a general feeling that the board isn't getting enough information about alumni. Would like to track university, jobs, scholarship, how many years to get a degree, advanced degrees, etc., as well as successes that don't fall within traditional categories of tracking such as entrepreneurs and activists that change the world for the better. What are the other areas of interest for students? The idea serves many goals, to counteract the fear with not 'teaching to the test', to let us celebrate and have confidence in our successes, and to inform us if we are lacking. Also, our successes can be used in the public sphere as well as we share the Compass story in the context of the increased public emphasis on standardized testing. Discussion steered toward the

Utilizing authentic Montessori methods, the Compass community aims to nurture the whole child and enrich the lives of each student from Preschool to 12th grade.

Compass will provide appropriate challenges and support to enable each student to prepare for the intellectual, spiritual, emotional, social, physical, and societal transitions appropriate to each student's inner vocation. Our goal is to foster competent, responsible, and independent citizens who love learning and respect themselves, other people and their environment. -Compass Mission Statement

Compass Montessori Board of Directors

Meeting Minutes

September 27, 2016, Wheat Ridge Campus



need to track this data consistently over time to truly help determine the success of the school.

4) Education Segment – Compass Business Manager Budgeting & Financial Oversight Overview (60 mins) – Dan Koerner

- a) Dan gave an overview of the budget to provide new board members a foundation of the financials. November is a critical time for the budget.
- b) Dan went to the financial strand of the meetings that Bill went to yesterday. One of the managers from the Colorado state department of the budget shows how school funding works with TABOR. This is concerning as school funding isn't guaranteed during difficult times. However, others gave the message that funding would remain flat for the next few years. Charter schools are like a fixed income family and we need to be very careful about staying on track with our budget. For charter schools and schools in general we have an idea of what our PPR is and our FTE will be and that defines our primary source of revenue. At compass we are different from most charter schools as we get our revenue from proven sources (like aftercare, summer program, preschool combined with PPR, construction and mill levy. We have multiple funds making us more financially stable). We need to maintain fiscal responsibility and the board is responsible for the financial health of the school. Sometimes the ED and the business manager have different opinions about funding for the school and the board must serve as the arbitrator/decision maker. Salary and benefits were 61 percent of total expenditures. That's high as far as charter schools go. But we do things differently and we have consistently worked it out. Wheat Ridge runs at 67% for salary and benefits. However, Wheat Ridge has a low facilities cost.
 - i) Last year's budget: GOLDEN – \$119,000 pushed to fund balance to be at \$645,000. We wanted to build this to have three months of expenses in unrestricted reserves. Golden will have 2 months-worth of funding.
 - ii) Wheat Ridge increased fund balance by 148,614. We are at 1.91 months of operations, so not quite at the goal of 3 months of operation. Wheat Ridge had a higher carry forward due to summer program.
 - iii) Budget starts in February. District defines PPR for year and they send to Bill with contract services agreement with defines how much contract services will cost the school. Jeffco defines what they believe we will be funded for XXX and capital construction. Once Jeffco overestimated and that was difficult to manage.
 - iv) March board meeting, Board will receive a budget for next year for approval. It's difficult to tell what staffing is at that time. So it is really a projection.
 - v) By April 1 we have to have a budget together for Jeffco.
 - vi) In October/November we will get our October count and we will refine the budget based on FTE and a better understanding of PPR and Mill Levy funds. Comes back during this timeframe to revise the budget. Needs board approval.

Utilizing authentic Montessori methods, the Compass community aims to nurture the whole child and enrich the lives of each student from Preschool to 12th grade.

Compass will provide appropriate challenges and support to enable each student to prepare for the intellectual, spiritual, emotional, social, physical, and societal transitions appropriate to each student's inner vocation. Our goal is to foster competent, responsible, and independent citizens who love learning and respect themselves, other people and their environment. -Compass Mission Statement

Compass Montessori Board of Directors

Meeting Minutes

September 27, 2016, Wheat Ridge Campus



- vii) Moving forward the board need to review the variance report.
Dan prepares one monthly. He analyses every line item and presents the report. Then meet with finance committee – Bill, Dan and Jeff meet. The finance committee reports to the board.
- viii) In June, Dan takes a really hard look. Did our expenditures exceed our budgeted expenditures – that can't happen. We must have board approval to revise the budget or to dip into reserves. If reserves are tapped a use of funds balance resolution must be approved by the board.
- ix) The auditors always ask if our actual expenditures exceeded our budgeted expenditures or not. This must be followed to meet expectations of CDE.
- x) The variance reports are the board's review of the school's performance (budget plan).
- xi) Top 10 of big budgeting mistakes handout (from league of CS Meeting):
 - (1) Overestimating people counts
 - (2) Underpricing facilities
 - (3) Depend on fundraising grants to supplement budget
 - (4) Pay staff top dollar (Charter schools must pay for facilities out of same funds they pay staff)
 - (5) Use restricted grant funds for operations
 - (6) Underestimate or undervalue the responsibilities of the business manager
 - (7) Underestimate supply lines in year 1
 - (8) Create costly blanket benefits for staff
 - (9) Obtain only one vendor for major contracts
 - (10) Forget to comply with TABOR and other reserve goals and policies
- xii) Jeffco isn't a stickler in using chart of accounts strictly. JEFFCO differs from CDE a bit. It creates confusion as JEFFCO creates their own chart of accounts and funnels it up to CDE. Are we exceeding the expenditures in major categories. When you look at variance reports, it is typically moving expenditures that have been logged to incorrect line items.
- xiii) Our PPR as a percentage of our total revenues represented 66% of our total revenue. The mill levy override was 13%. Our donations were about 4% of our total revenues. Thus, it is critically important to predict FTE and PPR appropriately.
- xiv) Bill has responsibility for deciding salaries. It is by far our biggest expenditures. Staffing.
- xv) Some concern about our budget is our trips. We assume that we will only collect 80 % the cost of the trips. This works because we collect costs, communicate to parents and then we typically collect more than 80%. That's why we haven't had any trouble with the costs of our trips.
- xvi) Contracted services also causes confusion. That's a catchall from snow removal to technology. It's difficult to predict and budget for.

Utilizing authentic Montessori methods, the Compass community aims to nurture the whole child and enrich the lives of each student from Preschool to 12th grade.

Compass will provide appropriate challenges and support to enable each student to prepare for the intellectual, spiritual, emotional, social, physical, and societal transitions appropriate to each students inner vocation. Our goal is to foster competent, responsible, and independent citizens who love learning and respect themselves, other people and their environment. -Compass Mission Statement

Compass Montessori Board of Directors

Meeting Minutes

September 27, 2016, Wheat Ridge Campus



-
- xvii) Materials and supplies: we try to push as much money as we can to equip. Teachers use spending registers that they can use on spending on their classrooms. This is done through PPR CMEF and bingo funds.
- xviii) In Golden you need to be concerned about the Bond. Our annual debt service on the bond is \$450,000 a year. This comes out before we get to pay teachers or anything else. We did a refunding in 2006 (redid the bond) and borrowed over \$6M. We are paying back at 5.5% interest rate. Bond, our responsibility of the bond. Covenants with that bond, this pushes us through the red tape to attain a bond. The covenants we need to worry about insurance covenant, civil engineer report every five years, rebate analysis (proves \$ in reserves, which was borrowed, is kept in interest bearing accounts – but we need to prove that we haven't earned more on interest than we paid on the bond mills.)
- xix) Bill: We are short FTE in high school. Reform at Golden campus and investments were made so that the school meets the academic needs of the students. We have added staff in high need areas to normalize FS and HS. This also has included adding Paras in all elementary classes at Golden. Wheat Ridge has 2 teachers in each room. Golden will have 1 teacher and 1 para. We have moved away from Great Work apprentices and replaced some with lead teachers. In high school we thought we would have 105 and we had 93 or 95. We thought that we may have some students that have left. The high school is the highest achieving, so underenrollment not really about the program. We are off 7-8 FTE. We budgeted aggressively knowing we might go over. When Bill started we had \$300,000 in reserves. Now we have a \$1M. Trend has been positive, but school looking to stretch budget more this year as a one-time priority to normalize the environment. There's cause for focusing attention on the budget, however, overall we continue to improve and have grown our reserves. Bill believes we will ultimately balance to budget. However, in an effort to be conservative, we should be prepared to approve a one-time draw down should we be over budget. We will know for sure in October/November.
- xx) Mike: We are heavy on salaries and we need to right the ship.
- xxi) Bill: In the next month or November, we will get a better update on the situation and where we will end up. We wouldn't be asked for a variance until next year. Running a farm school model that wasn't serving our kids well. So now we are running it with a model that serves those students best. Bill's goal in the next 10 months is to balance that budget. He wants to provide good academic progress and balance the budget.
- xxii) Miscellaneous things to consider: The 990's as a nonprofit with the IRS we don't fill out a tax return but send out an informational report on Nov. 15. As soon as Dan gets the audits, he will file the 990 by the Nov. 15 deadline (we can file for extension if needed). Dan watches filings through secretary of state.
- xxiii) Capitol construction reports to CDE. Report in December and May are all handled by Dan.

Utilizing authentic Montessori methods, the Compass community aims to nurture the whole child and enrich the lives of each student from Preschool to 12th grade.

Compass will provide appropriate challenges and support to enable each student to prepare for the intellectual, spiritual, emotional, social, physical, and societal transitions appropriate to each student's inner vocation. Our goal is to foster competent, responsible, and independent citizens who love learning and respect themselves, other people and their environment. -Compass Mission Statement

Compass Montessori Board of Directors

Meeting Minutes

September 27, 2016, Wheat Ridge Campus



- xxiv) Transparency requires all schools have an understandable transparency. They are sticklers. Half lives on our website and the other half on Jeffco.
- xxv) Audits went very well! We use the largest audit firm in state. It went very well. Report back in a couple of weeks. Those are due back by Nov. 15.

5) New Business (30 mins)

- a) School calendar & hours project (5 minutes) – Rebecca Story
- i) There have been a lot of school schedules. We talked about a lot since June. We had a letter from a parent discussing challenges. If you drop off at 7:45 and drive to farm school a gap from school start at 8:15.
- ii) Current hours:
- (1) **HS 7:45-2:45** (Windows: 7:30-7:45 & 2:45-3:00)
 - (2) **FS 8:15-3:15** (Windows: 8:00-8:15 & 3:15-3:30)
 - (3) **EL 8:00-2:45** (Windows: 7:45-8:00 & 2:45-3:00) - same as WR
 - (4) **CH 8:15-3:00** (Windows: 8:00-8:15 & 3:00-3:15) - same as WR
- iii) Research was provided that recommends middle schoolers and high schoolers shouldn't start until 8:30. AMA recommended later start times for adolescents. Staff is also interested in changing the schedule. School times must be approved by the board. These calendars are determined in January.
- iv) Rebecca presented a list of considerations:
- v) A letter was sent to the board outlining disappointment regarding changes to the schedule that were presented to parents. The family made plans based on the changes. However, the board did not approve those changes due to concerns that the changes were not properly vetted to families and that we weren't prepared to implement a move that required board approval in January.
- vi) Mills: School start times have been an issue for years across all school districts.

Task: Develop proposals for a comprehensive start/dismissal schedule for both campuses and all levels that takes the following into consideration:

- *The American Medical Association and American Academy of Pediatrics recommendations that Middle School and High School students should not start any earlier than 8:30 am. Please use this as a starting point.*
- *Some FS/HS students play sports with other schools or have afterschool jobs – consider flexible scheduling allowing some students to choose to start early and end early (i.e. 7:45-2:45) and other students to start/end later (i.e. 8:30-3:30)*
- *Start/dismissal times must be sufficiently staggered to allow families with children at both campuses to safely and consistently drop off/pick up at both locations.*

Utilizing authentic Montessori methods, the Compass community aims to nurture the whole child and enrich the lives of each student from Preschool to 12th grade.

Compass will provide appropriate challenges and support to enable each student to prepare for the intellectual, spiritual, emotional, social, physical, and societal transitions appropriate to each student's inner vocation. Our goal is to foster competent, responsible, and independent citizens who love learning and respect themselves, other people and their environment. -Compass Mission Statement

Compass Montessori Board of Directors

Meeting Minutes

September 27, 2016, Wheat Ridge Campus



-
- *Traffic congestion at drop off/pick-up –*
 - *Stagger times to minimize congestion.*
 - *Consider physical layout and alternative drop-off/pick-up locations/procedures. (i.e. CH carline at Golden? CH drop off/pick-up at doors by CH at Golden so parents are not coming through Commons and disturbing FS, etc.)*
 - *A safe place for students to wait in the mornings and afternoons when they have siblings who have different start/end times -- to address the issue that was raised in the letter from parent, et al.*
 - *Scheduling/locations for afterschool enrichments in a way that is not disruptive for students that are still in class.*
 - *Widespread Community Feedback (particularly for any levels that would be effected by a proposal)*

Please approach this tasking from the growth mindset of “what are all of the many ways that we can accomplish this?” Think outside the box, look for third alternatives, etc. Please provide the Board with a report back on all of the scenarios you identify, the barriers to implementation of each scenario, and the possible solutions for each of those barriers.

- vii) Rebecca moved to adopt proposed tasking, being tasked to Bill with Rebecca as the liaison and Jeff seconded. Motion passed unanimously.
- b) Statement of Position on 3A/3B (5 minutes) – Mike Ambroziak passed out the proposed resolution. Boards can pass resolutions advocating for issues. Mike explained the does and don't of campaigning and legalities. Cameron says teachers need clarity of what staff can do. Bill will follow up with staff. May clarify support is for two schools in the resolution. Monies would be spent on projects over five years.
 - i) Rebecca moved to support the proposed resolution and Mills seconded. Motion passed unanimously.
- c) Executive Director Evaluation – Update on activities and check-in regarding tool being developed (10 minutes) – Eileen Kratzer. If you have thoughts you'd like to share, please send to Eileen. Ideas are welcome. Mike and Eileen are conducting interviews for Bill's eval.
- d) Letter from Board regarding Strategic Planning Activities (5 minutes) – Mike Ambroziak

6) Old Business (None)

Utilizing authentic Montessori methods, the Compass community aims to nurture the whole child and enrich the lives of each student from Preschool to 12th grade.

Compass will provide appropriate challenges and support to enable each student to prepare for the intellectual, spiritual, emotional, social, physical, and societal transitions appropriate to each students inner vocation. Our goal is to foster competent, responsible, and independent citizens who love learning and respect themselves, other people and their environment. -Compass Mission Statement

**Compass Montessori
Board of Directors
Meeting Minutes
September 27, 2016, Wheat Ridge Campus**



7) Adjourn: Meeting adjourned at 9:05 p.m.

Next meeting:

Tuesday, October 25, 2016, 6pm, Wheat Ridge Campus

PARKING LOT:

- (a) 2017—2018 Calendar proposal (October Board Meeting)
- (b) Temporary Facilities Working Group Update/Planning (Liz)
- (c) Board Policy and Handbook Updates (Rebecca & Bill)
- (d) Staff and Parent Policy Handbooks Updates (Bill)
- (e) Succession Plan (Bill)
- (f) Board self-evaluation tool
- (g) Parent request for holding spots during sabbatical

Utilizing authentic Montessori methods, the Compass community aims to nurture the whole child and enrich the lives of each student from Preschool to 12th grade.

Compass will provide appropriate challenges and support to enable each student to prepare for the intellectual, spiritual, emotional, social, physical, and societal transitions appropriate to each student's inner vocation. Our goal is to foster competent, responsible, and independent citizens who love learning and respect themselves, other people and their environment. -Compass Mission Statement