

Compass Montessori Board of Directors

Meeting Minutes

Tuesday, December 4, 2018

5:00 pm Wheat Ridge Campus

5:08 PM: Call to Order: *Members in attendance: Steve Stamps, Allen Balczarek, Jen Lillis, Sarah Liberatore; Liz Mendez via phone. Heather Arnold-Renicker absent.*

Other attendees: Cameron Gehlen, Julie Strahan, Megan Witucki, Dan Koerner

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

- a. Approve Agenda
- b. Approve minutes from October 23, 2018

Steve entertained a motion to approve the consent agenda and meeting minutes from the October 23, 2018 meeting. So moved by Jen; seconded by Allen. No discussion. Approved unanimously

2) **Community Sharing** (15 min)

- a. *Celebrate Compass* – a time for our community to identify and share positive feedback on our community.
 - i. *Colorado Gives Day, including help from the Community & Kitchen occupation at the Farm School who helped bake cookies for the event and Store students packaged them.*
 - ii. *Parent Ed night*
 - iii. *Construction at Wheat Ridge campus. Teams have been fast and efficient.*
 - iv. *Passage of the JeffCo Bond*
 - v. *WR Upper El Presentation of Learning (POL) on space*
 - vi. *GD Elementary had first POL in a long time; lots of family attendance!*
- 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. *No community comment*

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3) Updates and Reports

a. Teacher Updates:

- i. Wheat Ridge Campus
- ii. Golden Campus
- iii. Special Education

b. Leadership Update

i. Mill levy update - amount of money Compass will receive and what we plan to use it on

1. *Charters will get approximately 10% of District ask (charter students make up approximately 10% student population)*
2. *Expecting to see ~\$364/per student; ~\$200,000 per campus*

a. *Funds to be use as “advertised”: safety and security, technology, mental health support, and teacher compensation. JeffCo has started working on guidelines for spending; some of the guidelines may turn into mandates, so Cameron is waiting for further direction from the District before committing funds to specific requests. Dr. Glass suggested that Charter schools refer to the ballot language to justify decisions on spending. Dan has also reached out to Carlene Clark at the District to ask for further guidance on possible restrictions in the ballot language. Allen asked whether we can capitalize on Mill Levy revenues? Ask whether we can capitalize mill levy funds to finance facility improvements—ask whether it’s an option.*

ii. Bond update –

1. amount of money Compass will receive ~\$3M per campus
2. \$\$ release date options

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3. Suggested approach – reconvene Facility Working Group to help create recommendation for use of funds and timing.
 4. *Cameron and Dan have discussed options for the funding.*
 - a. *Golden – pay towards debt; put money in savings account and use those funds to pay monthly payments. Would free up ~\$500,000 that can now be focused on the campus expenses; capital improvements would be made using the funds that have been freed up.*
 - b. *Wheat Ridge: Capital improvement projects.*
 - c. *Cameron, along with Allen and Sarah, will schedule walk-arounds at both campuses to identify ideas and concepts. Dan also has a comprehensive list of projects that was developed during the previous Bond issue in 2016.*
 5. *Cameron asked if there would be a way to be more inclusive of teacher participation in the board meetings, especially the next meeting, since it is an intensive, all-day meeting and the Board will be discussing options for both the Mill Levy and Bond spending. Right now, the teachers are under the impression that they can only comment during the “community comment” period. Liz noted the comment.*
- c. Committee Reports
- i. Financial Committee
 1. Variance Reports
 2. *Tracking well due to good projected student tallies*
 3. *Sarah noted that the only surprise came from noticing money spent on security update, which was mandated.*
 4. *Officially removed approved expenses for the modular remodel. The \$143,000 has been removed from the projected expenses. Final justification: JeffCo has asked that all schools move away from using modular buildings. In the meantime, the modular can be used for storage.*

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5. *Doug Michael asked that the CMEF Treasurer would like to have a “coordinator” who would act as an ‘extra set of eyes’ to coordinate between CMEF distributions and allocations to the school. Right now, there really aren’t any checks/balances to track funds once they are disbursed by CMEF. Sarah noted that since she is the Treasurer for the BoD, she could be that person for now. Doug mentioned that he’s looking to step down from his position as the CMEF Treasurer. A short discussion followed to ensure that clear lanes are created between both the CMEF Treasurer and The Compass BoD Treasurer; add as a procedure document since CMEF is a stand alone foundation. Discussion tabled until next meeting.*

ii. Accountability Committee Report

1. *Reviewing handbooks (student, parent, employee)*
2. *Several members have experience to update policies, especially at the secondary level.*

iii. Bingo Committee Quarterly update

1. *Right now ~\$19,000 available balance; getting ready to schedule another “Must-Go” because our Progressive Jackpot is nearing \$10,000.*
2. *Dan noted that actual balance is closer to ~\$36,000, but it takes into account that Must-Go balance and other expenses that will be paid out in January.*
3. *Volunteer attendance has been really good. MMUN has adopted sessions and positions as they become available.*
4. *On track to get new managers trained and official; new callers are signing up. Also high-school students are getting involved as well and at least one has trained to be a Pickle Boss.*

4) Old Business: *No old business*

5) New Business: *No new business*

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Steve entertained a motion to adjourn the meeting. Sarah moved to adjourn the meeting of the Compass Board of Directors at 6:02 pm. Seconded by Allen. No discussion. Approved unanimously.

6) Adjourn at **6:02 pm**

Next Meeting:

Next meeting January 26, 2018 9:00 AM at the Golden Campus

Parking Lot:

1. CMEF Quarterly update moved from December to January due to CMEF Colorado Gives Day event.
2. Board Self Evaluation Tool
3. CMEF financial link with Board of Directors

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