



Board of Directors  
Board Meeting Minutes  
April 27, 2021

Free Horizon Montessori PK – 8

Montessori for the 21st Century - a place to learn, a place to belong

1. Meeting called to order at: 5:02pm
  - a. Board Members Present: Alison Fuhr, Doug Klof, Bekky Robbins, John Frost, Diane Fox
  - b. Board Members Absent (excused): None
  - c. Staff Members Present: Kresta Vuolo, Cyndi Vosburgh, Kate Powell (Staff Liaison), Megan Wells
  - d. Guests: Jennifer Grush, Jenna Layne, Tony Schiess, Jennifer Whitton-Trujillo
2. Approval of Agenda for current meeting: motion to approve by John. Second by Doug.
  - a. Unanimous approval of agenda as posted.
3. Public Comment and Celebrations
  - a. Kresta – slides for tonight are done, and Megan Wells for role in compiling everyone's slides together. Excited for State of School Meeting this evening.
  - b. Board Members had opportunities to do virtual visits this morning.
4. Finance update (2<sup>nd</sup> read of budget)
  - a. Cyndi – 4 days ago received ~4 days ago that we may be looking at higher PPR numbers, will be getting ESSR funds, but no confirmation. Given that, I think we will have a much higher budget than what will be presented, but it is with what we have to work with today. Put together a list of priorities from the Board, expect there will be some changes to the budget over the coming months. Recommendation is that we approve budget as-is, with caveat that we can go forward and, based on feedback from board last month, move to spend any additional funds as they come through, with a plan for once we hit October count, amending and revising the budget.
    - i. Moving forward with staff increases based on known grant funds incoming.
    - ii. Priority list that may be added if money allows:
      1. Additional Primary classroom supplies (must have)
      2. Step increase for staff
      3. Staff positions required to support FY22 student enrollment
      4. Operational needs
      5. Necessary building expenses – library, technology, storage, supplies
      6. Carry Forward replenishment
  - b. No changes from the 1<sup>st</sup> read of the budget
  - c. John moves to approve the budget, Bekky seconds, unanimous approval of 2021-2022 FHM Budget
5. Updates to Policy Manual

- a. Updates to Section 2.2, updating Nondiscrimination policy – no changes from the first read. Will update last revised to April 2021 after approval
  - b. John moves to approve revisions to Section 2.2 to the Board Policy Manual, Doug seconds, unanimous approval.
6. Principal Job Description Updates
- a. Looked at FHM JD made in 2012, compared to Jeffco Principal JD, no major changes, made some changes to body of description, qualifications section, some changes:
    - i. Salary Grade – put in a line that determines what the minimum salary should be for the FHM principal (minimum for Jeffco Elementary Principal)
    - ii. Adding in requirement that at least one staff member meets the standards of the Large Center Director Qualifications from the CO Division of Early Care and Learning (currently Jen Levy)
    - iii. Qualifications:
      1. Meets qualifications for Head of School for AMS, assigned points based on rubric for teaching experience, admin experience, etc. must meet minimum point requirement
      2. Must have bachelor's or higher degree
      3. Understand how to be a public Montessori school – complete or have a plan to complete a District Induction Program for Principals during first year of employment if not already completed
    - iv. Job Requirements and Skill Sets – very similar to Jeffco District wording.
  - b. Not a policy, budget, or by-law change, so we do not need a 2<sup>nd</sup> read
  - c. John moves to approve updated Principal Job Description, Doug seconds, unanimous approval
7. Assignments
- a. None
8. Motion to adjourn: John, Second by Doug, end at 5:43pm

*In accordance with the Colorado Open Meetings Law, also known as the Sunshine Law, the Board must give notice to the public anytime they schedule a meeting of more than three (3) board members to discuss business concerning the school. The Colorado Sunshine law does allow for the meetings, or portions of the meetings, to be held privately when the subject matter being discussed must remain confidential so long as no formal action is taken during the private portion of the meeting, called the "executive session". The Sunshine Law strictly defines eight (8) criteria under which a private executive session can be held, personnel discussion being one of them. The law also states the community must be informed of the meeting and the criteria under which an executive session must be called.*

*Bekky Robbins*