



Board of Directors  
Board Meeting Minutes  
August 4, 2020

Free Horizon Montessori PK – 8

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

1. Meeting called to order at: 6:17
  - a. Board Members Present: John Frost, Leslie Arboleda, Clark Frye, Doug Klof, Alison Fuhr, Bekky Robbins
  - b. Board Members Absent (excused): Diane Fox
  - c. Staff Members Present: Kresta Vuolo, Miera Nagy
  - d. Guests: Jill Fricker (parent), Tony Schiess (parent)
  - e. CSN: None
  
2. Approval of Agenda for current meeting: motion to approve by Doug. Second by Bekky. Unanimous approval with no amendments. John moves to approve agenda, Doug seconds.
  - a. Note that there aren't summaries
  
3. Public Comment and Celebration:
  - a. Clark: thank you to Miera and staff for the town hall. Thanks for everything that went into that.
  - b. Kresta – Elementary and Primary town hall's had over 100 participants logged in, ~40 for the MS town hall.
  
4. Principal update
  - a. District comes out with new info every day, they are getting more information that they try to relay ASAP. Staffing scheduling, preparing environment, securing PPE, preparing for town hall. Walked building, discussions about adjustments for the physical environments, ID'ing entrances, etc. Many moving pieces. Grateful for the leadership team that have been helping to figure this out.
  
5. Cubby Replacement Contract
  - a. Summary
    - i. Cubbies on 2<sup>nd</sup> floor, removed metal lockers, had shelves with hooks for everyone, removed as well. Moving forward to having something that fit Montessori education a bit better. May 18, provided plans to JeffCo for review, approve, and solicit bids for. Up until recently, did not know what the cost was going to be. Mid-July, got a message that it needs to move forward, got a quote back from Colorado Specialties ~\$85k, ~270 cubbies (also two other bids that were higher).
  - b. Ask
    - i. Because of cost, above Kresta's purchasing authority, will have to use carry forward funds. Permission to use up to \$95k (to cover overages, emergencies, etc.) to proceed with construction and installation of the cubbies.

c. Discussion

- i. Typical use of savings account, for bigger projects, separate from the general fund budget.
- ii. Do we want to complete this project now, when students won't be able to use them for likely the whole year?
- iii. Best use of carry forward?
- iv. Next big construction is anticipated in summer 2023. Kids will need some kind of storage if they return to school.
- v. Need to look at this as a long term investment, to enhance long term use of the building by the students. Is risk of increased cost to do this later worth it to hold on to the money, plus cost of work to re-do the bid.
- vi. Any storage solution would have to have physical separation of student items (since they're new), so would cost \$\$ if we say no to cubby project but have to install some kind of storage solution if students return to school in-person.
- vii. May have to make a tough decision down the road on the master campus plan, delaying pieces of the master plan.

d. Vote – permission of BOD to use up to \$95k – see document

- i. In favor: Alison, Leslie, Doug
- ii. Opposed: John
- iii. Abstaining: 0

6. Literacy Program Purchase

a. Summary

- i. School has never had a school-wide literacy development plan. Developed by individual teachers and/or departments. Update to "REDACT" requires that we use an approved literacy instruction curriculum in order to receive funds for that curriculum. IN the spring, CDE released a list of approved programs, at school, had a team that Comprehensive Literacy Advisory Committee, solicited bids and presentations, got bids and presentations from 2. Will re-convene once the teachers return, and will make final selection. Both of valid bids, range between \$75k-\$99k, comprehensive programs for primary through 8<sup>th</sup> grade, compliant with CO Read Act. Both have electronic access, would be easy to pivot to online. Covers 5 years.

b. Ask

- i. Approval for purchase from BOD, so that we can pass on to community superintendent after Literacy Advisory Committee makes selection next week.

c. Discussion/Question

- i. Will this be implemented this school year? Don't have a choice according to the CO Read Act. For Kinder through 3<sup>rd</sup> grade, have to make an adjustment or we will lose some funding. Current program (Read Well) was determined to NOT be compliant. Would rather do it system-wide for entire school.
- ii. In 5 years, will likely have to renew or select a new program.
- iii. Range between \$10-\$14k if we do NOT adopt a new program. Those funds typically support literacy interventionists salary.

- iv. Doug: carry-forward in campus is \$150k, General Fund carry forward balance is ~\$1.5 million, considers the short-fall that we had at the end of last year to make up for primary tuition.
    - 1. Have asked for refund of this carry forward for last year as COVID-related cost.
    - 2. Pull what we can from the Campus Activities carry-forward. Has to be relevant fund (i.e. MS literacy fund). Are certain programs that have a high balance, literacy program, has \$400. Couple with many thousands, but will be picking out relevant programs. Will be able to find some to offset taking from the General Fund, but not much more.
  - v. Are we getting a discount to pay up front? Could we pay \$20k per year?
  - vi. If in 2 years, READ ACT requirements change, do we have a guarantee that they will continue to meet standard for the full term of 5 years? Likely won't update that quickly. Generally a 3 year timeline to update the educational standards. When standards are updated, also have to update tests (expensive), so not done often.
  - vii. What is the impact on the staff? There will be training, provided by the vendor, included in the contract.
  - viii.
  - d. Vote - \$99k for new literacy program that meets state standards, for Pre-k through 8<sup>th</sup> grade. Using mix Campus Activities and General Fund Carry-Forward
    - i. In favor: Leslie, Alison, John, Doug
    - ii. Opposed: None
    - iii. Abstaining: None
    - iv. Email from the board president that we approved of this, will send on to Community Superintendent.
7. One-year Preschool Elemental Program
- a. Summary - Proposal from Kresta and FHM administration:
    - i. Have a number of preschool families that want to stay enrolled, but we work full time, need childcare, will not be able to pay for tuition for remote learning and care for children. Lots of enrollment questions – under district enrollment policies, have to be participating in a program, attendance, etc. This is just a proposal, in effort to be supportive to families. Creating a one year preschool elemental program, available to enrolled families, with very low tuition rate. \$200-\$250/month, one day a week educational experience/contact with teacher. Also provided access to independently access lessons. They would truly be enrolled, counted in attendance 1 day a week, could be counted as a returning student for next year and not forgo space. Pros and cons, pros is that we would have a clearer sense of who would really be with us. Preschool staff is 100% ratio driven, would be easier for planning purposes. Some families that have opted for in-person, but select not completely certain.
    - ii. School attorney sent a recommendation for charter schools, has an educational process document that outlines remote delivery is an appropriate for education

delivery at this time – should we adopt that for elementary and MS students?  
Uploaded to the SharePoint folder, BOD to review for next week.

- b. Discussion/Questions
  - i. Would we consider doing this with elementary kids? No.
  - ii. How will it impact our revenue? Can't estimate before we know what families will select.
  - iii. \$200 - \$250/month is what many daycare centers are charging to hold a spot for families that can't
  - iv. Give us a clearer sense of what we can expect for the year. May encounter families that start with in-person, may drop at that point.
  - v. How is the elemental program different from remote program? Remote program has expectation of 4 contact days per week, and 4-4.5 hours total of direct instruction, outside work, etc. Elemental would be 1 teacher contact day but would have access to basic skills materials.
  - vi. Remember that we are likely setting precedent if this continues into next year. Could call it a Pilot test.
  - vii. Heard anything from JeffCo?
- c. Vote - Does the board want to move forward with this pilot elemental preschool program, intended to provide a lower cost option for preschool and Pre-Kindergarten students for the 2020-2021 school year, at a tuition rate to be set that is a minimum financially viable.
  - i. In favor: Alison, Leslie, Clark, Doug, John
  - ii. Opposed: None
  - iii. Abstaining: None

## 8. School Calendar Adjustments

- a. Summary
  - i. BOD previously approved calendar for start of school date change. With decision to move secondary school to hybrid model, 4 day in-person week (each cohort attends 2 days, Friday is fully remote), if we continue to have Wednesdays as early release, that means that students that attend on that day would be short on instructional hours. Move early release to Friday, allows primary and elementary teachers to participate in some staff development, full staff meetings to continue, best way to manage the hybrid schedule.
- b. Vote – a
  - i. In favor: Doug, Alison, Leslie, Clark
  - ii. Opposed: None
  - iii. Abstaining: None

## 9. Adjournment at 7:46PM

- a. Motion to adjourn – John, Leslie seconds

*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*