



Board of Directors  
Board Meeting Minutes  
April 14, 2022

Free Horizon Montessori PK – 8

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

1. Meeting called to order: 6:06pm
  - a. Board members present: Alison Fuhr, Doug Klof, Dan Hofmann, John Frost, Bekky Robbins, Ben Dodson
  - b. Board members absent (excused):
  - c. Staff members present: Cyndi Vosburgh, Donnetta MacDonald, Adam Garbus, Kim Erickson
  - d. Guests: Meggin Rutherford, Megan Wells, others from the PSC
2. Approval of agenda for current meeting, including consent agenda
  - a. John moves to open discussion
    - i. Alison – pull AMS documents out of consent and vote at the end of the agenda
    - ii. John moves to approve agenda, removing AMS consent agenda item, Ben seconds, unanimous approval
3. Public Comment and Celebration
  - a. Adam – Upper El, getting ready for AmeriTowne
  - b. Donnetta – squeezing in field trips, Seth has social tentatively scheduled for May 6
  - c. Cyndi – thank the CSN for generous donation, Karen has completed all requisitions for AMS materials, so when AMS visits, we are fully equipped in all classrooms. Thank Karen Clough and Jen Levy, Miranda Anderson, huge project.
  - d. Kim – 3<sup>rd</sup> graders survived their first CMAS testing
  - e. Staff celebration at the park – hot dog Friday tomorrow
4. Principal Update (Donnetta)
  - a. CMAS – very few opt-outs this year
  - b. SAC – Family Engagement Survey in a new way, broke down each question by each level, communication needs for primary families are much different for 1<sup>st</sup>-8<sup>th</sup>
  - c. Contracts - thanks to Cyndi and Lisa for finishing and getting them out, some staffing we will need to change for the upcoming school year.
  - d. Jeffco Leadership – Tracy Dorland, talking about Jeffco enrollment, very down, by ~30k students, theme for upcoming year
5. Staff Liaison Updates (Kim and Adam)
  - a. Adam – no new comments from staff
  - b. Kim – two open rooms upstairs that have been closed, keeping the rooms available for extra lessons
6. CSN Update (Meggin)

- a. CSN been doing an amazing job planning for Spring Fling. Silent auction will be week before, wanted to make it more accessible to community, couldn't make the event or couldn't afford the tickets. Items can be collected at the Spring Fling, or will have some pick up days at school. For live auctioneer for 2020 event, had a deposit for him, honored it for us. Some bigger ticket items that will be auctioned at the event. Food trucks, with ticket, drink is included, includes ticket for your teacher and drink for your teacher.
  - b. Teacher Appreciation after Spring Fling – CSN approved another meal for teacher appreciation
  
- 7. Previous BOD Assignments (Bekky)
  - a. Previous approved minutes still need to be sent.
  
- 8. PSC, staff BOD recognition
  
- 9. Principal Search Committee
  - a. Who is the committee?
    - i. Formed by BOD to drive the principal search – 2 teachers, 1 Administrator, 2 community members, from CSN, 2 BOD members
      - 1. Teachers:
        - a. Ms. Missy – Primary Teacher, 9<sup>th</sup> year at FHM
        - b. Ms. Jamie – Lower El teacher – 12<sup>th</sup> year at FHM
      - 2. Admin
        - a. Lisa Kingston – 7<sup>th</sup> year at FHM
        - b. Mr. Jesse
      - 3. Community Representatives
        - a. Kim Oliver – lived in Pleasantview for 22 years, community member for 2 years
        - b. Meggin Rutherford – CSN president.
      - 4. Board Members
        - a. Ben Dodson – kiddo in Kinder, first year on BOD
        - b. John Frost – two FHM students, 3<sup>rd</sup> year on BOD
    - b. Outside Consultation – Seth Webb, at the Center for Contemporary Montessori Programs in the Public Sector
    - c. Timeline
      - i. Survey to staff and families to ID the top priorities
        - 1. Summary:
          - a. Commitment to Montessori
          - b. FHM a great place to work/retention
          - c. Communication and transparency
          - d. Developing a collaborative environment
          - e. Focus on safe environment
        - ii. Round 1 and final interviews in March, recommendation to BOD in April.
      - d. Qualities and Required Qualifications

- i. Masters degree or higher, Montessori credential, principal's license or willingness to enroll in licensure program
  - e. Applications Summary
    - i. 10 received, 3 met required qualifications (lack of Montessori credential most common deficit)
    - ii. 3 first round interviews, 2 finalists
  - f. Next steps
    - i. Executive Session (Private) – in accordance with CO Sunshine Laws – to protect confidential employment information of candidates, share recommendation, scoring, answer questions.
    - ii. Open Session (Public) – return to open session to vote to extend an offer to one candidate
    - iii. Meeting with Jeffco Superintendent Tracy Dorland and Community Superintendent Tom McMillen
    - iv. Contract Negotiations for 2022-23 school year start date in June/July 2022

10. Executive Session to Discuss Confidential Personnel Information

- a. John moves to enter Executive Session pursuant to section 24-6-402(4) subsection F of the Colorado Revised Statue for discussion of personnel matters involving the discussion of candidates for principal, inviting all members of the Principal Search Committee, Ben seconds
- b. Entered ES at 6:56pm
- c. ES ended 7:41

11. Vote on Offer for Principal Position

- a. Tom McMillen also joining virtually this evening.
  - i. Tom – appreciate the process presentation from the PSC.
- b. After discussion in ES, BOD is ready to vote on the selection of the next principal of Free Horizon.
- c. Ben moves to vote for Donnetta Macdonald to be selected as new FHM Principal, Jon seconds, unanimous approval by the BOD: Doug, Ben, Dan Bekky, Alison, John
- d. Next steps – meet with District reps, finalize contract, Donnetta will continue as interim until the contract is signed and term begins.

12. BOD Election Updates

- a. Next week at State of School on 4/28, have 3 vacant positions plus Dan will be resigning at the end of the school year (moving) – total of 4 open positions on 7-person board. We need candidates – hopeful to have 4 on the ballot. Check Fox Flash for when voting will begin.

13. State of School Planning

- a. Each committee has packet of slides that should be presented at SoS, does NOT have to be BOD liaison who presents.

14. AMS Step 7

- a. Yearslong process, currently certified through Step 6, 2 years in process for Step 7. Ready to submit next week. Step 8 – documenting instructional philosophies, should be an easier part, after that is a site visit, aim for a year from now to get certification. Would be first public Montessori in CO to get accredited.

15. Assignments

- a. Bekky to send 3/10 and 2/10 final approved minutes for posting
- b. Cyndi, Lisa, Alison will work with Donnetta to get a contract signed ASAP

16. Adjournment at 8:11pm

- a. John moves to adjourn, Ben seconds, unanimous approval

*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*