



The mission of Fort Collins Montessori School is to provide a high quality, classic p/K-9 Montessori school that will inspire and empower children to develop fully their academic and personal potential through the implementation of the methods and philosophy of Dr. Maria Montessori.

FCMS Board Agenda

Date: March 23, 2017

Time: 5:30 - 7:30 PM

Location: At the Elementary Campus (ICRC, 1900 S. Taft Hill, Fort Collins), in the Upper Elementary classroom (the “Fellowship Hall” in the main building)

5:30 – 5:35 Welcome and Reading of Vision, Mission and Values (Eric)

5:35 – 5:40 Consent Agenda: Board members will be asked if they wish to discuss any items listed on the Consent Agenda. If so, these items will be moved from the Consent Agenda and placed under Items for Action. Items remaining on the Consent Agenda will be voted on together, pursuant to the following motion: *“I move that the Board approve and adopt the recommended actions for the items on the consent agenda.”*

- Approve agenda.

Recommended action: *Adopt the agenda for the March 23, 2017 FCMS Board meeting.*

- Adopt meeting minutes from February 16, 2017 Board meeting

Attachment: FCMS-Board-Minutes-February-16-2017-FINAL.

Recommended action: *Adopt the minutes from the February 16, 2016 FCMS Board meeting.*

- After initial evaluation of our 501(c)(3) application, the IRS determined that the dissolution clause in our Articles of Incorporation does not meet the organizational test of the Internal Revenue Code 501(c)(3), so we must revise that clause. The recommended action is to adopt verbatim the language the IRS recommends.

Recommended action: *Revise “Article 6. Distribution upon Dissolution” of our Articles of Incorporation to read: “Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by a court of competent jurisdiction in the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.”*



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5:40 – 5:50 Community Comment

This is an opportunity for parents, teachers, and other community members to let the board know what is on your mind. This can be a complaint or a concern, or it can be a comment on something we are doing well. Both types of comments are welcome and appreciated. Please keep your comments to 3 minutes per individual.

5:50 – 6:15 Head of School Report (Report; Mr. Vincent)

- School Safety: Review safety plan enhancements and what remains to be done, including:
 - Adoption of PSD Crisis Management Plan and what this requires in terms of preparatory actions, Memoranda of Agreements, and training.
 - Student Discipline, Expulsion and Suspension Policy.pdf
 - Plans for a Safety Night
 - Review of our overall Safety Plan package by PSD and Colorado School Safety Resource Center
- Current enrollment, and status of enrollment for 2017-2018, including % retention per Strategic Plan.
- Status of hiring / renewing staff, and staff retention per Strategic Plan.
- Current and anticipated students qualified for tuition and fee reduction (FEDS) or free-and-reduced lunch (FRL).
- Re-visit Montessori monitoring forms in context of Strategic Plan targets.

Attachments:

- Enrollment Report March 2017.pdf
- Aggregate performance by grade on Montessori Monitoring Form and DIBLS.

6:15 – 6:40 Finance Committee (Discussion, Vote; Mr. Danielson)

- Current status of FY17 budget: monthly Strategic Plan metrics.
- FY18 budget
 - Priorities and changes from FY17, including
 - Curriculum consultant.
 - Middle School Program development.
 - Administrative staffing.
 - Annual metrics per Strategic Plan

Attachments:

- 2.17 Balance Sheet.pdf
- 2.17 Rev & Exp.pdf
- 2.17 Check-Debit Register.pdf
- FY18 budget, draft



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Draft Motion: The FCMS Board adopts the draft FY17-18 budget for submittal to the Poudre School District by April 15 as required by our charter contract.

6:40 – 6:50 Policy Review (Ms. Tellez)

- Per the FCMS Strategic Plan, we will review our policies annually. During this agenda item, we will begin planning to do so.

6:50 – 7:10 Committee Updates

- PVC: Charter, Establishing baseline for “Growth of Volunteer Base” per Strategic Plan. (Ms. Federman)

Attachments: PVC Charter, FINAL.

Draft Motion: The FCMS Board adopts the Parent Volunteer Committee Charter, as revised.

- Middle School Committee, Status of and next steps for Middle School planning. (Ms. Federman)
- Development Committee, Recent and planned activities (Ms. Hoxie)
- Building Committee, Recent activities (Dr. Sanderson)

7:10 – 7:25 Executive Session

Draft Motion: The FCMS Board will move into Executive Session to discuss the Head of School annual review. Because this discussion is about a specific person, which is an allowable use of Executive Session per C.R.S. § 24-6-402(4).

After leaving executive session: Head of School renewal decision

Draft Motion: t.b.d.

7:25 – 7:30 Conclude meeting

Motion: The FCMS Board moves to adjourn the March 23, 2017 board meeting.



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Action items tracking (what, by when, who):

- Submit the adopted FY17-18 budget to PSD Finance Director (Dave Montoya), by April 15, Eric