



Jan 14, 2015

**FCMS Board Minutes**

Fort Collins Montessori School

---

**Present:** Board members Ronnie Estelle, Kathy Lynch, John Sanderson, Lorie Federman; Exofficio members HOS Frank Vincent and Guide representative, Jen Schiller; and three community members and one FCMS Guide.

4:30-4:40 **Welcome and Reading of Vision and Mission** Read by Board President Ronnie Estelle

Approve the minutes from Nov 13, 2014 - Approved

4:40-4:45 **Public Comment** No comment

4:45-5:15 **Financial Report from Treasurer** John Sanderson

**Issue:** Board to vote on accepting the current year's budget

**Questions:**

- Explain TABOR and why is it "restricted".
- How about fundraising?
  - Parent and church donations amount to about \$9600 committed and \$8100 in.  
Charters may seek a waiver from the C.R.S. (CO Revised Statute) that restricts solicitation and receipt of donations, gifts and fund raising. FCMS is incorporated as a tax free entity, and holds the waiver from the CRS that restricts these funding sources.
  - We need 501 c 3 status for Federal tax exemption. John and Frank have taken this on.
  - Plan to develop a fundraising committee
- Special Ed PSD Services – PSD needs to be taken out of the title of this line item – we do not pay for PSD services for special ed – we contract out for these services.
- Background check item line – we should look into services beyond that provided by CO Bureau of Investigation. This may need to be another line item in the FY 2015-2016 Budget, at about \$100 per employee or parent volunteer, if we are to pay for this.

**Motion:** FCMS Board agrees to adopt the FY 15 budget as presented and amended.

**Vote:** Motion approved by all voting members present

5:15-5:30 **Head of School Report** Frank Vincent

- **Enrollment 2014-2015** – Jan 6 data - 73 students (fully enrolled)
  - 20 in each primary class
  - 17 elementary
  - 16 elementary
- **Enrollment 2015-2016** – process and interest is good because we:
  - have experienced, international recognized teachers
  - combined our Open House and Parent Education to bring together and educate current and prospective families – two successive sessions from 4-6pm. Also, PSD board members have been invited and have participated.
- **Assessments -**
  - DIBELS results - tests reading skills. Will results be communicated to parents? We first need to be sure that we are accurate in administrating the test. Then we will give the results to parents by distributing at PT conferences or special envelope.
  - Interim assessment results in January – Districts are developing this assessment; FCMS is using the Denver schools assessment. Tests reading skills.
  - Board President comment - These assessments are imp to ensure we have met our performance goals; they allow us to assess students when they are enrolled and to assess their growth over time. We will be moving toward the use of Alpine Performance Management Software to assist our HOS and Board in tracking and understanding our students' results and progress.
  - PARCC testing for third graders update – will be in early March, and by pencil.
- **Public Events -**
  - Parent Ed Nights (Nov 17 and Dec 8)
  - Open House/Parent Education Nights: January 12, 26 (Montessori 101) and Feb 9 (Social Development).

5:30-5:45 **CCSP Grant Status – Needs to finalize the grant** - Board President Ronnie

- **Detailed Plan for Ensuring Highly Qualified teacher status**, date by when teachers are HQ. We have three teachers who are not currently HQ, but who are signed up to either take the test or are awaiting test results (Place test)
  - PRAXIS** a national test, costing ~\$115 each round. The school will pay for two tries at the test. Test results are immediate on the day of test.
  - PLACE** is a state test. Cost of test is ~\$95. Results are emailed.
  - Motion to get in touch with CDE for more information what the consequences are if our teachers are not HQ, what deadlines are, etc.
- Student Data and Accountability – As a start-up we only have DIEBELS data.
- Budget Table

5:45-5:50 **Handbooks – Family and Staff**

**Issue:** Approve the Handbooks

**Motion:** Board moves to approve the 2014-2015 Family and Staff Handbooks

**Vote:** Motion approved

5:50-6:00 **Adoption of SAC committee job description and materials prepared by Board VP**

**Issue:** SAC job description and materials discussion and approval

**Motion:** Board moves to adopt the SAC committee job description and application as prepared by the Board VP and amended by the Board.

**Vote:** Motion approved

6:00-6:05 **Board meeting length:** Discussion regarding the need to lengthen Board meetings to two hours on the third Thursday of each month.

**Issue:** We need more than 1.5 hours for our Board meetings.

**Motion:** Board moves to extend Board meetings to 2 hours from 1.5 hours.

**Vote:** Motion approved

6:05-6:15 **Facilities Update** Tom Domanski

- Commercial real estate availability is slim
- Church has been notified to re-new lease, but this prohibits adding a third primary class. Church will respond in a week from today.
- Donor search to build own school.
- Rotary Club – has an education fund
- Another church
- Immanuel Christian on West Mulberry and City Park is interested in talking to us.
- Timberline Church

6:15-6:20 **Motion to Close and Adjourn FCMS Board meeting : *approved by all voting members***

6:20-7:00 **Motion to move into Executive Session** (Closed to the Public - Board Only)