

Free Horizon Montessori
Board of Directors – Special Meeting
Board Meeting Minutes
August 2, 2016

1. Meeting called to order at: 6:04 p.m.
Board Members Present: Alexandra Ramsay, Chris Webber, Neil Belstock, Jennifer Stickel, Hilary Hobson, Roger Pool, Jill Fricker
Staff Members Present: Beth Helmke, Kresta Vuolo
Community Members: Jennifer Herron
Absent:
Reading of Mission, Vision, and Motto
2. Approval of Agenda for current meeting: no changes. Motion to approve by Hilary, Second by Alex. Unanimous approval.
3. Consent Agenda: Motion by Roger, second by Hilary. Approved unanimously. Includes minutes from 6/7/16, Retreat 6/13, 7/26 special meeting,
4. Public Comment and Celebration: Registration day on Monday had great feedback, great staff hiring season and training, 2 planning sessions for CSN, great new donated office furniture, Buffalo Bills Day parade went well, staff picnic on Sunday.
5. Principal Update: see dash. Planning on staff development for coming year with some starting in the summer, Jeffco bond moving forward with meetings this week and next. Want to look at how to work through moving from K-6 to K-5 as per JeffCo BoE. Need to look at how to market the 6-8 model to more than current families and how it would prepare for HS. Kresta to present to staff for comments – Kresta, Donnetta, and Bree to visit other schools to see how to implement here. Add teacher turnover conversation to September meeting.
6. Finance Committee Update: Quarterly report in board packet, software bought in 2015-2016 budget, no other major changes / updates.
7. Facilities Committee Update: RFP out for landscape or playground – only 1 bid came in. The manual shows that we have to solicit 3 bids for a project of this dollar (10.5 section of Board Manual). Now need to decide if requesting = soliciting. Will resubmit RFP for 2nd round with 3 week turn around.
8. BoD Strategic Planning:
 - a. Branding: no new updates
 - b. Capital Planning: no new updates
 - c. Internal Communication: Jill and Roger have ideas of contents and wondering if the school wants a form. Jill and Roger to meet
 - d. Middle School: Hilary and Alex to work on this incorporating our talk here
9. 2017 BoD Meeting Schedule: 2nd Thursdays starting in September

10. Form BoD Advisory Committee: Branding / Communication Committee proposed. Want to take the identified brand and how to implement it and communicate it this year. Committee also to look at how to incorporate things into a better internal communication system. Look at potentially monthly meetings. Hilary moves to create committee, Roger seconds motion. Unanimous approval.
11. Adopt BoD Advisory Committee Plan: For branding / communication committee – feedback that need to ensure that staff is properly represented on the committee with historical views. Expect 1 hour meeting with additional break out times for sub-parts. Committee may have actions that impact operations, but needs to ensure that it has a strategic focus. Chris moves to adopt plan as presented, Alex seconds motion. Unanimous approval. Neil volunteers to get the committee set up – advertise at back-to-school night and look to have first meeting in September
12. Carline MOU (memo of understanding): Written understanding with FHM and GVCA. Want to put in (2) that this is also a documentation of conversations – make it a 3-fold purpose. Also suggested to have legal counsel review this as well. No major downsides to this seen for FHM in terms of how this would be implemented. Proposed to get Tim Matlick signature to acknowledge having seen it. Motion from Chris to table this MOU pending further adjustments.
13. Jeffco Bond and Mill: JeffCo BoE approved to place it before the voters in November. Chris representing charters on committee to Get out the Vote with BoE. ~10% total approved allocated to charters based on Oct 1st count for students. Charter community agreed on an equal split among schools based on campuses. Looks like ~\$3.56M per school. Need to be ready to utilize the funds if approved without knowing which year of bond we might be. Prepare to be able to address questions and such at Village Nights. Reach out to CSN and see if they can have some information for back-to-school night
14. Bond Refinance: DA Davidson consulted on refinancing or additional debts to finance expansion. Have preliminary numbers on 3 refi scenarios and 2 new debt views. Beth to continue to gather all the details of these situations.
15. Community Outreach: Village night Wednesday Sept 28th. External meetings in dashboard.
16. Assignments: Kresta to continue to detail out 6-8 MS program and changes with that. Chris to add teacher turnover to September agenda review. Beth to resend out RFP for playarea redo. Neil to start on building Communications / Branding committee. Beth to continue work on MOU. Neil to work on getting CSN to help with information on Bond/Mill at back-to-school. Chris to work on JeffCo PTA at Village night in September. Beth to work on refi details for presentation in September meeting. Beth/Kresta to work on internal talking points on bond/mill. Neil to update community social media on board meetings.
17. Adjournment: 9:20 PM Motion to adjourn. Alex moves, Chris second, passes unanimously.

**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 criteria under which a private, Executive Session can be held, personnel discussions 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.*


Secretary