



**Board of Directors
December Board Meeting Minutes
December 5th, 2024**

**Free Horizon Montessori PK – 8
*Montessori for the 21st Century - a place to learn, a place to belong***

1. Call to Order (6:02p) (John.)

- Attendance
 - Board Members: Kristy Kibler, Julie Predki-Weber, Julie Becker, Erin McGrath, Matt Muhm, Erin McGrath
 - Absent: Lisa Smith
 - Staff: Megan Wells, Donnetta MacDonald, Lisa Kingston, Julia Holsey, Suzanne Diekman, Mallory Hamilton
 - Community:

2. Approval of Agenda + Consent Agenda items (John)

- Kristy moves to add item discussing SAC - move to agenda item 8
 - Julie P seconds
 - Motion carried unanimously

3. Public Comments and Celebrations

- Kristy reading Johns public celebrations - thank you's:
 - Lisa - principal evaluation committee
 - Staff - open enrollment night
 - Parent volunteers
 - Primary + admin staff help in finding - meeting with Kristy + John
- Krsity - Matt sent out SAC report
- Donetta - academic leadership team had a panel last week
- Julia - Chili cookoff went well - new staff participated
 - Ms. Suzzane - instructional coach won
- Lisa + Julia - do great things with staff community building activities
- Lisa - movement with website development
 - Megan + Lisa chose to be in 1st run - on track to launch Feb/March
 - Largest complaint is staff list is wonky - fixed now, but emails not connected yet

4. Principal Updates (Donnetta)

- Lisa and Donetta scheduling intent to return in beginning of year starting with lead teachers then assistants
- Evaluations going well - Jesse and Donnetta almost completed all observations
- Will talk to teachers about MAP data once mid-year data in
 - District looks at CMAS for large part of teacher evals (used to be 30%) - FHM doesn't, rolls it into whole evaluation
- Today was Donnetta's district day:
 - Open enrollment for district opened today - kinder enrollment is down for Jeffco as a whole
 - Talked to Mike F. about district pushback on our toileting policies for FHM, questions from Mike F. from district legal:
 - Do we pay for building use for our preschool students?
 - How did FHM write the waivers to privatize the preschool?
 - How is our preschool insured?

- Feeling is that district is trying to push FHM to full district option school or back to charter school - Mike thought it was curious we are pushing this in innovation year
- If district forces our hand in this issue it will create issues with our budget and our innovation plan
 - Mallory preparing 3 budgets for primary
 - \$4/day per student = building use fee - privatizing preschool for 3-4 y/o
- Kristy + John - setting up a meeting with Mike to discuss innovation plan pushback face-to-face
- Licensing questions about teachers asked for the 1st time

5. Staff Liaison Update (Julia H)

- Staff were asked 2 questions:
 - What does a good day look like for you?
 - When students are happy, minimal interruption, peace in classroom so kids can learn
 - Biggest joys + challenges
 - Challenge = Juggling high needs while having to give attention to all students - Teaching small group lessons while giving instructions to all students - Wearing so many hats - Pressure with testing (staff and students)
 - Joys = seeing kids build confidence, when it all works out, seeing the smile on kids

6. CSN Update (Megan W + Lisa S)

- Amber focusing on CO Gives day
- Looking at staff appreciation before break - lunch TH 12/14 - Ali Baba
 - Since no fundraising this term need to wait to plan event until after CO gives day
- Focusing on mission and vision, bylaws - Kristy helping with that
- Planning Fox Trot - last Friday in April
- Paid taxes last month
- No December meeting

7. SAC Discussion (Matt)

- 2 meetings since beginning of school year
 - Focus on Math progress last year showing in testing
 - Clear message that SAC is separate from FHM BOD
 - SAC is legal requirement of all schools regardless of BOD
 - SAC has their own goals, they work with Donnetta and do not report to the board
 - BOD Policy Manual has SAC as part of the BOD
 - a. We can leverage data from SAC to inform BOD strategic plan
 - SAC is separate from BOD - but alignment is necessary

8. Proposed Policy Manual Changes

- Governance Committee met 12/4 looking to change election process
 - Move away from resume and letter of intent and move to application
 - Kristy moves to change policy 3.5.2 Elections Directors to remove "Candidacy shall be by self-nomination through submission of a letter of interest and an abbreviated resume to the Governance Committee by the posted deadline." The policy shall be changed

to state “*Candidacy shall be by self-nomination through an application to be determined by the Governance Committee.*”

- Lisa 2nds
- Motion carried unanimously
- Move Officer elections to occur in June
 - Kristy moves to change Policy 3.6 to “The officers of the Board of Directors shall be elected or appointed at the regularly scheduled June Board Meeting. Newly elected directors will attend May meeting and officer selection and official oath of office shall occur at June meeting.”
 - Julie P seconds
 - Motion passed unanimously

9. Review of 2023 Strategic Goals & Discuss group brainstorming

- Sharepoint down so as of now we don’t have access to our documents - \$200/hr to recover data
- Will move to use Box from now on
- Goal #3 - Safeguard the long-term pursuit of the mission and vision by ensuring FHM’s operational sustainability and longevity.
 - Understand the contributing factors to staff satisfaction and retention at FHM
 - Direct administration to evaluate staff satisfaction using the TLCC.
 - Explore ways to make our salary scales more competitive within Jeffco Public Schools and the Denver Metro Statistical Area (DMSA).
 - Direct the finance committee to analyze existing salary scale and make recommendations to the board for any proposed changes in time for the 24-25 budget planning process.

10. District Update (Donnetta + Kristy)

- Discussed during principal update

11. Principal Evaluation (Lisa S.)

- Donnetta approved that we can do this publicly and no need for going into executive session
- Went through the principal evaluation form that Lisa S. and John F. administered step-by-step
- Mike F. to provide feedback about Donnetta, but needs more time
- Lisa S moves to have John negotiate a new contract for Donnetta
 - Kristy seconds
 - Motion approves unanimously

12. Assignments - (Julie P)

- Julie P. to email Judy to extend invitation to Judy to join BOD meeting and join the agenda
- Julie B. to send updated language for goal #3
- Lisa S. to discuss volunteer management with the CSN
- John F will send Mike F.’s f/b about Donnetta to the board
- John F to negotiate new contract with Donnetta
- Julie P to send Lisa agenda for special meeting on TH

13. Adjournment - (John)

- Kristy moves to adjourn - Lisa S seconds

- Motion carried unanimously at 8:31p

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.

Julie Predki-Weber

Secretary