



Governing Board Minutes  
Wednesday, October 25,, 2023  
12:30 PM at Yampa Valley Bank  
[Meeting Link](#)

**Our Mission:**

***Our mission is to honor each child as we fan the flame of intellectual curiosity through a prepared and peaceful Montessori environment.***

**Our Vision:**

***Our vision is an educational community that is rooted in kindness and belonging, sparked by joy, and relentless in the pursuit to learn and grow together as global citizens.***

- I. Call to Order
  - A. Roll Call
    1. BOD: Ryan Mayo, Kevin Correale, Dominic, Amy Swartz
    2. School Staff: Julie Dinkens, Emily Barnhardt
    3. Other: John Brendza (CSI), Brandon Crisp, DC - Auditor
  - B. Establishment of Quorum - Established
- II. Approval of Meeting Minutes
  - A. [MINUTES FROM SEPTEMBER MEETING](#) (VOTE)
- III. Committee Updates
  - A. Finance Committee:
    1. [September Financials](#)
      - a) Financials pacing on target at or below 25% of budget, 25% of the way through the year.
    2. [FY23 Financials](#)
      - a) '23 Financial review completed.
      - b) Finished '23 above budget for net income.
    3. [FY23 Audit](#)
      - a) Clean opinion result issued for FY'23.
      - b) Significant differences identified for previous year pensions and leases for FY'23. Financial Reporting impact only, no impact on budget, related to PERA calculations and treatment of Capital vs Operating lease.
    4. [Audit Management Letter](#)
- IV. [HOS Report](#)



A. Celebrations

1. *Discussing overall 'homework' concept due to feedback from Parent conferences with a focus on math and reading to reinforce school-to-home connection.*
2. *Assessing grant for piano teacher to utilize donated pianos.*
3. *Reviewing attendance data more closely and shared with parents where there was concern.*
4. *Enrollment total of 159 (incl pre-k) and continuing rolling enrollment for pre-k throughout the school year.*
5. *Visitors from CSI and discussed challenges with the enrollment process. We can put geographical restrictions in enrollment policy which would prioritize students within Steamboat and will be voted on at a future meeting*

B. Review of demographic data

1. *SM relative to our local demographics.*
2. *SM is not aligned with our local demographics and is addressed as an ongoing strategic initiative.*

C. Review of Beginning of Year DIBELS and MAPS results.

1. *Adopted UFLI program to provide a more robust reading curriculum.*
2. *Beginning of year data used for grouping and assessing students needs early in the school year.*

D. Professional development ongoing

E. Grants mostly in progress.

1. *Presented 2023 Grant Report with the Education Fund Board.*

F. Annual Fund Plan

1. *Moving the fund deadline earlier in the year and working on more direct outreach opportunities for BOD and parents.*

G. Committees

1. *SAC meetings and working sessions in process*
2. *Finance meeting regularly.*
3. *Facilities moving forward as needed.*
4. *Parent committee meeting regularly.*

H. Emergency Operations Plan and Mental Health Program Plan

1. *Both these plans will be published on the website.*



V. New Business

- A. [Bylaws updated](#) with Vice Chair position verbiage (VOTE)
  - 1. *Should the Board Chair resign/leave the BOD the Vice Chair will assume the Chair position in the interim while a new BOD Chair search is performed.*
  - 2. *Vote: Michelle motion to approve, Ryan second, All Affirmed*
- B. Annual Fund (DISCUSSION)
  - 1. Fundraising Committee with Michelle?
  - 2. Giving campaign 11/1-12/8 (Colorado Gives Day).
  - 3. Board financial commitment reminder + outreach ask
- C. Board Recruitment (VOTE)
  - 1. [Tim Calley](#) - call for vote
    - a) Michelle motion to approve, Ryan second, All Affirmed
    - b) [Oath of Office](#) (Ryan)
      - o Oath Completed.

VI. Old Business

- A. Board Housekeeping
  - 1. Operating in our domain to the benefit of the school + conduit to the community at large
  - 2. Strategic Plan draft for November discussion (Ryan/Jess)
  - 3. Ryan to begin/populate Board section of Website - will delegate areas TBD
- B. [Annual Non-discrimination Training](#) ([mandatory](#) per state rules):
  - 1. Current confirmations: Kevin, Dominic, Ryan, Amy, Jess
  - 2. Need: Michelle, Tim
- C. Title IX training for Board - CSI currently updating, will create training module for Board when complete

VII. Review of Action Items (Board members round robin)

- A. Board member bios (by Nov)
- B. Annual fund contributions - confirmations of Board member commitments to Michelle/Me by December meeting

VIII. Executive Session

- A. C.R.S. § 24-6-402(4), Discussion of the purchase of property

IX. Reminder of upcoming 2022/23 Board Meetings (12:30-3:00pm) at Steamboat Montessori:

- A. November 14, 2023 (Tuesday)



- B. December 13, 2023
  - C. January 17, 2024
  - D. February 14, 2024
  - E. March 20, 2024
  - F. April 17, 2024
  - G. May 15, 2024
  - H. June 12, 2024
- X. Adjourn