



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

FCMS Board Meeting Minutes

Date: January 22, 2025

Time: 6:00pm - 7:30pm

Location: Hybrid- In person or Google Meet

Time zone: America/Denver

Google Meet joining info

Video call link: <https://meet.google.com/cqy-tyok-zaz>

Or dial: (US) +1 929-266-1293 PIN: 136 948 871#

Board Members in Attendance: Rosa Cruz Kauffman, Jim Bexfield, Katie Slota, Steve Schrager and Lorie Federman, in addition to Head Of School, Paul Vincent.

Welcome and Actions Items:

-Rosa moves to begin meeting, adopt the consent agenda and adopt the December 2024 board minutes

-Jim Seconds

-All are in Favor

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

-No Comments at this time

- Financials: Jim Bexfield

Need to approve revised Budget. After learning about the Mill Levy money, we should be in a good position. Will have money for facilities and to put towards the bond. May be potential complications with the calendar budget due to the summer program, but all is currently well.

- Rosa moves to approve the revised budget for the 2024/2025 school year
- Lorie seconds
- All are in favor

- Head of School Report: Vincent - Operations, Facility, Finances

- **Operations Update**

- We continue to work within the classrooms. All students are on campus.
- Everything continues to go smoothly
- It has been cold so we have been having indoor recess with a ½ day on Tuesday the 21st of Jan.

- **Compliance:**

- Drills continue to improve. The change to the fencing on the west side of the building allows us to incorporate the far west exit to improve traffic pattern.
- Childcare licensing came out and walked the school all was good. Sunscreen

- **Students:**

- The 24-25 school year is going well.
 - Re-enrollment is at 92% throughout the school.
 - Currently we have no space in the upper elementary, no space in the lower elementary and limited kindergarten. Will have to get creative to accommodate upper elementary, but will know more exact numbers as time goes on.

- **Parent Education/events:**

- Open house event on January 16 was fairly well attended.
- No other parent events scheduled this month.
- Doing 10-20 tours per week for potential parents

- **Finances 24-25:**

- Continuing to be aware of challenges and creative in order to pivot as necessary.
- Mill Levy passed and the money will be available this budget session.
 - This has positive impacts to our budget.

- **Facility**

- **Primary Playground:**

- Permit passed and post holes were dug on January 16. Cement poured and installation will finish within two weeks given good weather.

- **Potential Improvements**

- Nothing at this time

- Board Updates:-Rosa

- Board position assignment- assign positions today

- Rosa encourages other people to become officers, she emphasizes that we need a Vice President which Lorie offers her willingness to take the position. Rosa encourages Steve to become secretary which he respectfully declines.

- There is a brief discussion of revisiting meeting transcription. Rosa points out that the technology is always improving and that we should continue to explore the idea. We will continue to take notes manually for now due to the fact that the current transcription technology is not efficient when editing

- Katie agrees to continue to be secretary until her term is up at the end of the May (potentially through the summer depending on the onboarding of new board member(s).

Rosa moves to vote for Lorie to become Vice President

Katie seconds

All are in favor

- Upcoming/Optional Additional Parent Board Member Process- Update by Slota and Kauffman

- Deciding on a time frame for moving forward

- Plan is to have a new board member voted in during the May board meeting.

- Election committee has an aggressive plan for this timeline and is following the by-laws for this process.

Rosa would prefer only one new seat (parent member) being up for election. Lorie and Katie believe we should always be looking for community members to sit on the board regardless of timing. Resolution is to see who ends up actually applying for the board seats and making a decision at that point.

- Assess language in Board Member Process "by laws" document and possible changes

- Current bylaws document has board members serving 2 year terms. Board would like to redefine bylaws to allow board members to serve 3 year terms.

- This brings up the idea that we need to revisit the bylaws document as a whole and bring up revisions at some point in the near future.

Rosa moves to redefine term allowance in the FCMS election section of the by-laws from 2 years to 3 years.

Katie 2nds

All are in favor

- PVC: Lorie

-Working hard on getting the 10 year anniversary gala going. The event will be held April 26th as a kick-off to the big give. There will be a film, snacks, activities for kids, and music. The event will kick off the Big Give but in itself is not a fundraising event. There will be a small registration fee and may be offering merchandise before or at the event.

- Conclude Meeting

- Lorie moves to adjourn meeting
- Rosa 2nds
- All are in favor