

**Monument Academy Board  
Meeting Minutes 05/19/2021**



<b>DATE/Time:</b>	May 19, 2021 6:05 PM	<b>LOCATION:</b> Virtual Meeting
<b>CHAIR:</b>	Tycely Williams	<b>RECORDER:</b> Emily Bloomfield

<b>ATTENDEES:</b>					
"X" In attendance; "E" Excused; "A" Absent; "a" abstain "*" Via Zoom					
<b>Members:</b>			<b>Staff / Guests:</b>		
Tycely Williams	X			Gerron Cooper	X
Tameria Lewis	X			Anna Scudiero	X
Neela Rathinasamy	X			Dame Dunham	X
Donna Anthony	X			Mayank Palod	X
Emily Bloomfield	X			Danielle Nelson	X
James Waller	X			Katrice Whitaker	X
Carla Watson	Y	Joined at 6:15pm		Ashleigh Decruise	X
Sharisse Baltimore	Y	Joined at 6:10pm		Greg Gaskins	X
Matthew Biel	A				
Maurice Douglas	A				
Dr. Jeffrey Grant (ex-officio)	X				



Item	Main Points	Action/Next Step
<p>Call to Order and Chair's Remarks</p>		
<p><b>Governance Committee</b></p>	<p>Neela presented Dr. Denisha Carter as a candidate for the Board for the 2021-22 School Year.</p> <p>Neela presented the slate of Board officers for the 2021-22 School year. They are Tycely Williams for Chair, Tami Lewis for Vice Chair, Donna Anthony for Treasurer and Emily Bloomfield for Secretary</p>	<p>Dr. Carter is approved as a new Board member for the 2021-22 school year.</p> <p>The slate of candidates was approved for the 2021-22 School Year</p>
<p><b>Finance Committee</b></p>	<p>Donna and Mayank updated the Board on monthly finances.</p> <p>Monument's financial position remains stable, our cash position is still above 100 days, and we have built in a line item contingency of \$250k. Fundraising continues, and Dr. Grant has scheduled conversations with additional funders coming up.</p> <p>Monument received our first Medicaid funding as well. We've learned a lot, and implemented improvements as we get ready for the next Medicaid audit.</p> <p>FY 22 Budget: It has an operating income of \$301k, net income of \$64k, and 104 days of cash at the end of the year. The school is budgeting for an enrollment of 115 students, 50% with IEPs. The fundraising assumption is \$750k. The contingency line item will remain at \$250k. The per pupil funding increase is budgeted at 3.6% and we have</p>	<p>The Board voted to approve the budget for FY22.</p>



assumed no increase for facilities funding. We are looking at in-house food service provision, but also looking at outside vendors as backup. In terms of IEP evaluations, we want to ensure they are done in a timely fashion at the beginning of the year to ensure students get appropriate services from the outset and the school receives full funding.

LEA's are required to maintain 45 days of cash, EdOps recommends 90 days. In Monument's case, we want to maintain a healthy cash position given upcoming refinancing conversations. We are targeting at least 90 days of cash.

The major operational change for next year is to take facilities contracts in house, which will yield savings.

We have not built in OSSE grants that are non-recurring into the budget, although there is a strong likelihood that we will secure renewal of those grants (e.g., Communities in Schools, McKinney-Vento.)

Staffing: we are providing for 3% -3.5% salary increase based on performance.

Mayank presented the risk factors and strategies to mitigate risks for enrollment, IEP evaluations completed in a timely manner, and fundraising.

The finance committee will be monitoring these KPIs closely to ensure that we are on track in meeting our financial goals.



	<p>A question was raised about how we are spending the ESSER funds and reporting it to OSSE. Dr. Grant answered that those funds will go to additional staffing to provide social emotional supports for the next 3 years.</p>	
<p><b>Academics and Accountability Committee</b></p>	<p>Tami reviewed the academic KPI dashboard and reported that there has been no change in truancy, which is good news. They have been working to ensure that no additional students pass the threshold to truancy. The attendance rate has also improved since the last meeting. There continue to be students who are struggling to engage in learning, and the school is focused on that. Tami also reviewed SPED compliance and service delivery rates, all of which have improved over time, and the proportion of students who are eligible for promotion has been increased. .</p>	
<p><b>Executive Committee Report</b></p>	<p>The Executive Committee proposed that we move forward with a June board meeting, and in place of a July and August board meeting we have a strategic planning and relationship building retreat. A doodle poll will go out to ascertain availability. August 2nd is the return to school for staff, and August 9th is the return for students.</p> <p>Tycely also discussed a new board meeting cycle for the next academic year, with fewer meetings overall. There would be 5 calendared board meetings plus a retreat, with committee meetings happening every month. The likely months are September, November, January, March and May. This will mean 6 meetings in 2021-22, including the retreat. They are likely to continue being scheduled on Wednesday evenings.</p>	<p>Tycely will meet with Anna and Dr. Grant to come up with a proposed calendar and then bring it back to the Board for confirmation.</p> <p>Anna will follow up to receive the photos and bios and post them online.</p>



	<p>New Board members will be asked for a photo and bio to include on the website. They are welcome to come to the school for a headshot.</p>	
<p><b>Head of School Report</b></p>	<p>Dr. Grant reviewed the school’s KPIs and updated the Board on progress. He also discussed upcoming events, including a parent meeting, conferences, meetings with funders, and planning for next year. He reviewed the positive feedback funders have given in terms of the Community in Schools work, the intervention plans and calendar for SY21-22.</p> <p>Monument has nearly 60 students who are boarding, and 72 out of 83 staff working in person. The school is simultaneously supporting those students who continue distance learning. He also updated the Board on improvements to the physical plant - the courtyard, the swivel cameras, the smart boards and more. He also gave an update on ongoing programming, hiring, and student recruitment.</p> <p>Tami asked about any plans to facilitate offering vaccines to children 12 and above, now that the CDC has approved them for younger ages. James Waller shared what Friendship is doing with respect to vaccinations, masking and other guidelines. Schools are monitoring the CDC guidelines.</p>	

<p><b>Resolution: Approval of Agenda for Board Meeting</b></p>	
<p>Motion: Tami Lewis Second: James Waller</p>	

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Tycely Williams	Y
Tameria Lewis	Y
Neela Rathinasamy	Y
Donna Anthony	Y
Emily Bloomfield	Y
James Waller	Y
Carla Watson	A
Sharisse Baltimore	A
Matthew Biel	A
Maurice Douglas	A

<b>Resolution: Approval of Minutes from 04/12/21</b>	
Motion: James Waller Second: Carla Watson	
Tycely Williams	Y
Tameria Lewis	Y
Neela Rathinasamy	Y

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Donna Anthony	Y
Emily Bloomfield	Y
James Waller	Y
Carla Watson	Y
Sharisse Baltimore	Y
Maurice Douglas	A
Matthew Biel	A

<b>Resolution: Approve Dr. Denisha Carter as new member of the Board</b>	
Motion: Donna Anthony Second: Neela Rathinasamy	
Tycely Williams	Y
Tameria Lewis	Y
Neela Rathinasamy	Y
Donna Anthony	Y
Emily Bloomfield	Y
James Waller	Y
Carla Watson	A

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Sharisse Baltimore	Y
Maurice Douglas	A
Matthew Biel	A

**Resolution: Approval the slate of Board officers for 2021-22**

Motion: Neela Rathinasamy  
Second: Sharisse Baltimore

Tycely Williams	Y
Tameria Lewis	Y
Neela Rathinasamy	Y
Donna Anthony	Y
Emily Bloomfield	Y
James Waller	Y
Carla Watson	Y
Sharisse Baltimore	Y
Maurice Douglas	A
Matthew Biel	A



**Resolution: Approval of the FY22 Budget**

Motion: Tami Lewis  
Second: James Waller

Tycely Williams	Y
Tameria Lewis	Y
Neela Rathinasamy	Y
Donna Anthony	Y
Emily Bloomfield	Y
James Waller	Y
Carla Watson	Y
Sharisse Baltimore	Y
Maurice Douglas	A
Matthew Biel	A

**Reminder that the next meeting is June 16th, via Zoom. July and August are off although there will be a scheduled retreat during the summer. Motion to close the meeting: Sharisse ; Seconded by Neela. Unanimously approved.**

**Meeting adjourned at 7:47pm.**



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**Director of Board Relations**

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**Emily Bloomfield  
Secretary**