



Board of Directors Meeting Minutes [approved]

October 9, 2025 at 5:00 p.m.
1001 Delaware Avenue, Longmont, CO 80501

All Board meetings are open to the public

Fostering human thriving by nurturing the whole child in an authentic Montessori program as a public charter school

Attending: Jessica Rawlings, Myong Lee, Kate Keiser, Rachel Mueller, Jennifer Kemp, Amelia Striegel, Dylan Lovett Barr, Christine Rivas Arriaga

AGENDA ITEM	OWNER	ACTION
OPENING		
- Call to Order & Welcome - Acknowledgements:	Keiser	Called to order at 5:10 p.m.
GENERAL AGENDA		
Approval of Minutes from 09.10.25	Lovett Barr	Motion to approve Mueller; 2nd Kemp. All approved.
- President's Report	Keiser	No report
Head of School Report	Rawlings	October Count final number is 265 total; 233 FTE. Enrollment tours have begun & are filling. Conference signups open & classrooms doing well. Fully staffed except for LE lead guide position. Substitute plan is in place. CSP grant budget to be finalized this month. Final audit forthcoming. Motion to accept Kemp; 2nd Lee. All approved.
- Treasurer's Report - Gifts over 1,000 - Revenue & Expense through July, 2025 - R = \$345,610.78 - E = \$292,929.88 Colotrust as of 7/31 \$1,035,347.97 - Revenue & Expense through August, 2025 - R = \$640,208.48	Mueller	No gifts over 1k. Motion to accept report Striegel; 2nd Kemp. All approved.

Calendar Items

Oct. 21: Work Session

Nov. 13: Meeting

Reporting Milestones

Jan. 21: Amended Budget (or Adopted Budget, if not amended)

March 15: Projected Enrollment

April 15: Proposed Budget

May 31: Safety Report

June 15: Approved Budget

July 1: School Calendar

Aug. 31: Insurance Certifications and Governance Report

Sept. 15: Draft Audit

Oct. 15: Final Audit

Quarterly Financial Reports:
Within 30 days of close of quarter.

■ E = \$649,778.90 ■ Colotrust as of 8/31 \$954,541.56		
• Staff Representative Report	Rivas Arriaga	Rivas Arriaga will share math standards document with BOD. Consider inviting UE families to observe MS.
• Standing Committee Updates ◦ SAC – UIP The SAC reviewed a draft of the UIP, and a draft was submitted to the SVVSD Assessment Office.	Rawlings	Motion to approve Kemp; 2nd Mueller. All approved.
DISTRICT POLICY UPDATES		
• JKBAA – Abbreviated School Day Schedules	Lovett Barr/Keiser	No further action at this time.
OLD BUSINESS		
• Annual Campaign (Detailed)	Keiser	Launch match & email incentive with Fall Festival.
• Facility Use Agreement	Keiser	Discussion
• Brews with the Board – set October date	Keiser	Scheduled for 6–7:30 p.m. on 10/29 at Left Hand.
• MS Farm Design	Keiser	Meeting to discuss has been scheduled.
NEW BUSINESS		
• June 2025 Financial Statement	Ramsey/ Rawlings	Motion to approve Mueller; 2nd Kemp. All approved.
• Grant Updates	Rawlings	Discussion
• Assessment Framework	Keiser	Tabled until work session.
• Continuous Improvement Focus Areas	Rawlings/ Keiser	Draft forthcoming.
• October Count Update	Rawlings	See Head of School report.
• Fall Festival	Keiser	Board will have table with annual campaign information.
• Staff Dress Code Policy GBEBA	Keiser/ Lovett Barr	Motion to approve Mueller; 2nd Kemp. All approved.
• School lunch–related ballot measures	Keiser	Board will provide information at Fall Festival.
PUBLIC COMMENT (please limit comments to 3 minutes)		
EXECUTIVE SESSION		

Determining positions relative to matters that may be subject to negotiations pursuant to C.R.S. §24-6-402(4)(e)	Keiser	Did not convene.
Personnel matters pursuant to C.R.S. §24-6-402(4)(f)	Keiser	Did not convene.
CLOSING		
Adjournment		Motion to adjourn Mueller; 2nd Kemp. Vote at 7:54 p.m.

[District Reporting 2023-2024 SVCMS](#)

[CLCS Annual Finance Seminar – Link to Session Recordings, Slide Decks, & Supplemental Materials](#)

Work Session: October 21, 2025

Next Meeting: November 13, 2025