



Free Horizon Montessori

Board Meeting Minutes – August 13, 2026

Call to Order: 6:04 PM by BR

Location: Free Horizon Montessori

Recorder: Kristy Kibler

Attendees

Board: Kristy Kibler (KK), Bekky Robbins (BR), Lisa Smith (LS), Rae Lyon (RL), Alison Milan (AM), Matthew Muhm (MM), Donetta McDonald (DM)

Absent: Samantha Smith

1. Reading of Mission, Vision, Motto – by BR

2. Agenda Approval - KK motion, MM second,

Vote: Uniamois

4: Public Comment & Celebration

- School starts next week!
- Facilities committee had first meeting, next meeting Sept. 8 3:30pm Virtual
- Mallory! Got a shout out at a District meeting about her Mill Levy Work
- Admin team for a crazy summer.

5. Principal Update

- New school year launching celebrations
- 25th Anniversary & Charter Launch
- Everytime there's a new system that's used something goes wrong and then JeffCo can't really help
- Facilities managers have been a revolving door
- Enrollment is an issue district wide

6. Presidents Update

- 2 Mill Levys going to the ballot jeffcopublicschools.org/future-funding
- Colorado Shines Rating is 1 diamond, most other charters have the same rating, we should be a 2, LK has been working on it for 2 years
- Board should set up their JeffCo emails

7. Insurance & Marketing

- Coverage in place

8. Creative Programming Brainstorm- punted to Sept

Committee meetings will all be noticed and need minutes and agendas

9. Principal Evaluation

- Intent to offer will happen in Dec
- Aim for offer letter to go March
- Look at quarterly checkins for Compensation Package
- Principal Eval Committee will be Pres & Tres
- CDE Educator Effectiveness reference
- Evaluation committee to put together new process and bring to governance

10. Committee Updates

- Finance- JeffCo changing/lowering PPR, Mallory adjusted budget, enrollment is lower, contingency budget is active
- Growth & Outreach- not launched yet, LS created a scope of work, will need help recruitment, will try to meet before the next board meeting
- SAC- won't meet for a few months, Jesse will give CMAS data at next board meeting
- Governance - Staff Handbook quick fast and in a hurry! Looking at options for HR audit, onboarding new board members
- Facilities- first meeting happened, working on a scope of work
- CSN- absent Campus clean up Saturday

10.

Open Action Items;

1. Governance to review/update staff handbook- in progress
2. DM create a volunteer agreement for field trips- Suzanne is working on it with DM
3. KK will work with LK that district gets paperwork they need by Sep 1- KK will get oath of office docs out
4. BR will send policy documents, anything needed for governance to MM and KK- in progress
5. RL will talk to League about Board training- DONE
6. KK will create a board snack sign up sheet- in progress
7. LS will get Visibility and Growth Committee up and going- DONE
8. KK will get details on BOD calendar and send everyone- in progress
9. KK will make sure policy manual gets updated with the new committee- GOV
10. KK will add on-boarding section to policy manual- GOV

Assignments

- Library art needs plaque - CSN
- BR will send signed copies of FUA to KK for Box

- Mallory, board training for facilities on the calendar
 - Everyone needs to get their new JeffCo emails set-up
 - Governance needs to review Staff Handbook and have it ready for the board for our next meeting
 - All board members need Mandatory Reporter Training by Sept 1
https://coloradocwts.com/wbt/mandatory_reporter_guest/story.html
 - All CLCC training completed by Sept. 1
<https://coloradoleague.org/events/trainings/board-governance-training.html>
 - KK to send training expectations email
 - Tim to review insurance package and make sure we are covered KK
 - Board needs to do Adult Sexual Misconduct training, DM to look if module is shareable
 - KK to review Board section of the website
 - RL to find out when out budget is due to JeffCo
 - BR to get Principal Evaluation advice from the League
 - Governance to bring a change to principal evaluation policy for approval in October
 - Principal Eval present in Dec,
 - KK will send Alison the FUA
 - August 28 CLCC Finance Training
 - Governance will write a Record Retention policy
- Meeting adjourned at 9:27PM.
Motion: RL | **Second:** LS | **Result:** *Carried*