

Regular Meeting: September 12th, 2024
Monument Academy Board of Directors Packet
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MONUMENT ACADEMY
"A Charter School, a Public School of Choice"
Board of Directors Regular Meeting

September 12, 2024 at 6:30pm MST
Monument Academy East Campus

Mission Statement:

The mission of Monument Academy is to provide a challenging, content-rich, academic program offered within an engaging, caring, and positive learning environment. Established on a solid foundation of knowledge, Monument Academy emphasizes academic excellence, respect, responsibility, character and exemplary citizenship.

- A. CALL TO ORDER/MISSION STATEMENT/PLEDGE OF ALLEGIANCE/ROLL CALL/QUORUM**
- B. ADDITIONS TO/APPROVAL OF AGENDA**
- C. CITIZEN'S COMMENTS PERTAINING TO AGENDA ITEMS**
 - a. *Limit 3 minutes per person*
- D. SCHOOL SPOTLIGHT**
- E. CONSENT AGENDA**
 - a. Approve minutes from August 8th, August 16th and August 29th, 2024
- F. REPORTS OF ADMINISTRATION & COMMITTEES**
 - a. Executive Director Report
 - b. Chief Financial Officer Report
 - c. Committees
 - i. Highway 105 Committee Report (Mr. Graham)
 - ii. Curriculum West (Mr. Ross)
 - iii. Curriculum East (Mrs. Clinton)
 - iv. SAAC - West (Mr. Ross)
 - v. SAAC - East (Mrs. Dygert)
 - vi. Governance (Mrs. Hoida and Mrs. Dygert)
 - vii. Finance (Mr. Carle and Mr. Graham)
 - viii. Buildings & Facilities (Mr. Graham and Mrs. Hoida)
 - ix. RDC (Mrs. Clinton and Mr. Carle)
- G. ITEMS REQUIRING BOARD DISCUSSION/ACTION**
 - a. Policies
 - i. KECL: Library Materials Parental Review Policy

- ii. GBEB-MA Staff Conduct
- iii. GBGA-MA Staff Health
- iv. GBGA-MA-R Staff Health
- v. GDE/GDF-MA Support Staff Recruiting/Hiring
- vi. GDE/GDF-R-MA Support Staff and Recruiting/Hiring
- b. Contract Award
 - i. Abacus, LLC - Accounts Payable Processing
- c. School Advisory Accountability Committee (SAAC)
 - i. Parent Survey Questions and Task Emphasis for 24-25 School Year
- d. Staff Handbook: Classroom Culture Revision
- e. Board Management System
- f. Emergency Operating Procedures Review
- g. Board Meeting Dates Revision

H. BOARD COMMENTS/ANNOUNCEMENTS

- a. September Board Cafe Chat

I. NEW BUSINESS

J. MOTION TO ADJOURN TO EXECUTIVE SESSION

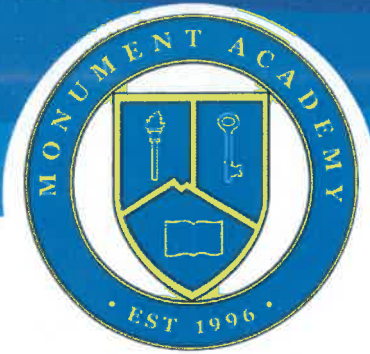
- a. Executive session in pursuant to C.R.S. 24-6-402(4)(d) to discuss specialized details of security arrangements.

K. ADJOURNMENT

L. CITIZEN COMMENTS NOT PERTAINING TO AGENDA ITEMS

- a. *Limit 3 minutes per person*

**Monument Academy Regular Session Board meetings are recorded and uploaded to our YouTube Channel Here: [Monument Academy Charter School](#)*



Monument Academy

Traditional Education for Modern Times

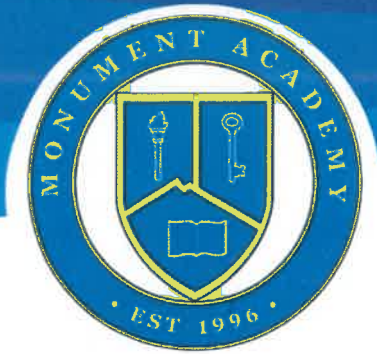
School Board Update

September 5, 2024

It is hard to imagine, but the last Executive Director's Report was provided to you before the school year started. During that time there has been a lot going on and you will see that information provided in the reports of the rest of the staff. During that time there were student orientations, parent town halls, ParentSquare workshops, back to school nights for elementary and secondary families, the fall sport seasons starting, assessment days, PTO back to school bash, and of course teachers jumping into instruction.

Both of the school's have received their School Performance Frameworks (SPF) from the Colorado Department of Education this past week. Each year, Colorado schools and districts receive performance ratings to let them and their communities know how well they are doing. These reports are called the District Performance Frameworks (DPFs) and School Performance Frameworks (SPFs). The overall ratings assigned are based on achievement and growth on state assessments, along with such postsecondary measures as graduation rates, drop-out rates, college entrance exams and college matriculation rates. The ratings help the Colorado Department of Education (CDE) and State Board of Education (SBE) make decisions about how to help struggling schools. Information provided from the CDE website. I am pleased to announce that the elementary students scored in the performance range and the secondary school increased their score in the performance range. You will find the SPF reports in the packet. It is exciting that we saw the increase, we will celebrate with staff and then get right back to work to improve in the different areas that the principals will provide in their report.

On September 10th the administration will be hosting a Family Connection Night. This night will be held on the West Campus in the Library at 6:00 pm. The purpose of this night is to provide families that want to learn more about Monument Academy and who we are. This night will include a presentation of the school, a chance to look at curriculum, take a tour of the West Campus, go into a classroom to see what it looks like, and meet the administration team. This is the first of four events that we will be hosting throughout the school year, the next Family Connection night will be held in January.



Monument Academy

Traditional Education for Modern Times

School Board Update

Monument Academy is excited to announce that our fundraising efforts this year will be directed towards a field and track at the East Campus. The goal is to raise 3.5 million dollars that will create a new home for our Lynx athletic programs, classes, and extracurricular events. The field will be connected to building traditions through the years for Monument Academy. Our first event for fundraising was a kick off starting on September 4th and ends on September 30th with Youth Sports Day. This event will kick off our year long campaign to raise funds for the field. We will have many other events and look forward to bringing in our Monument Academy families to help support efforts and ideas to reach our goal. We are excited to take the next step in building out the East Campus.

Respectfully,
Collin Vinchattle

Monument Academy

Monthly Financial Statements

Fiscal Year 2024-25

July 31, 2024



Monument Academy
1150 Village Ridge Pt
Monument, Co 80132

Collin Vinchattle
Executive Director

Glenn Gustafson, CPA
Chief Financial Officer

Laura Polen
Finance Director

10-Aug-24

Monument Academy
Monthly Financial Summary
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7/31/2024

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Note: These financial statements are not audited, reviewed or compiled in accordance with the rules and regulations of the Colorado State Board of Accountancy, and should not be relied on as such.

Monument Academy
Monthly Financial Summary
General Fund
7/31/2024

	FY 24-25				FY 24-25				Footnotes
	7/31/2024			Target	YEAR-TO-DATE			Target	
	MTD	1/12 x Annual		%	YTD	Annual		Percentage	
	Actual	Budget (1)	Variance	Used	Actual	Budget	Variance	Recvd or Used	
Revenues									
Local Revenue	92,567	248,402	(155,835)	37.26%	92,567	2,980,818	(2,888,251)	3.11%	(1)
State Revenue	1,027,939	1,058,157	(30,218)	97.14%	1,027,939	12,697,888	(11,669,949)	8.10%	(2)
Federal Revenue	0	14,737	(14,737)	0.00%	0	176,844	(176,844)	0.00%	
Total Revenues	\$ 1,120,506	\$ 1,321,296	\$ (200,790)	84.80%	\$ 1,120,506	\$ 15,855,550	\$ (14,735,044)	7.07%	
Expenditures by Program									
Instructional Services	425,774	512,576	480,003	83.07%	425,774	6,150,893	5,725,119	6.92%	(3)
Pupil Services	32,573	32,207	(366)	101.14%	32,573	386,480	353,907	8.43%	(4)
Instr. Staff Support	84,754	52,181	(32,573)	162.42%	84,754	626,166	541,412	13.54%	(4)
General Administration	56,003	70,849	14,846	79.05%	56,003	850,190	794,187	6.59%	(5)
School Administration	100,484	81,451	(19,033)	123.37%	100,484	977,406	876,922	10.28%	
Business Services	18,504	23,561	5,057	78.54%	18,504	282,737	264,233	6.54%	(6)
Maintenance, Operations & Trans	509,167	456,700	(52,467)	111.49%	509,167	5,480,397	4,971,230	9.29%	(6)
Central Services	71,738	75,107	3,369	95.51%	71,738	901,281	829,543	7.96%	(6)
Total Expenditures	\$ 1,298,998	\$ 1,304,632	\$ 5,634	99.57%	\$ 1,298,998	\$ 15,655,550	\$ 14,356,552	8.30%	
Other Financing Uses									
Transfers In/Out	233,845	0	233,845	N/A	233,845	0	233,845	N/A	
Total Other Financing Uses	\$ 233,845	\$ -	\$ 233,845	N/A	\$ 233,845	\$ -	\$ 233,845	N/A	
Income (Loss)	\$ 55,353	\$ 16,664	\$ (429,001)		\$ 55,353	\$ 200,000	(144,647)	27.7%	(7)
Audited/Estimated Fund Balance, Beginning of Year					3,036,162	3,280,000	(243,838)		
Fund Balance, End of Period					\$ 3,091,515	\$ 3,480,000	\$ (388,485)		

Cash in Bank	6/30/23	7/31/24
Cash in Bank - Checking	241,941	(51,082)
Integrity Money Market	214,566	32,338
FNB Certificate of Deposit #1	651,894	0
ColoTrust	2,512,475	4,151,803
Total Cash in Bank	\$3,620,876	\$4,133,059

Footnotes:

- (1) Local Revenues for MTD are below budget (37%) {no student fees} and YTD are 3%.
- (2) State Revenues for MTD & YTD are on target (97%) and 8.1%
- (3) Instructional program expenditures are below budget and Pupil Services are slightly over budget for MTD but under for YTD.
- (4) Inst Staff Support program expenses are high (162%) for the month and (13.5%). Elementary supplies high for the start of the school year.
- (5) General Admin is low at 79% MTD and 6.6% YTD.
- (6) Business & Central Services expenses are under budget; Maint & Ops programs are high due to purchase of the modulars.
- (7) MTD total expenditures are running right on target with MTD at 99.6% and YTD at 8.3% which is right on budget.

Monument Academy
Monthly Financial Summary
General Fund
7/31/2024

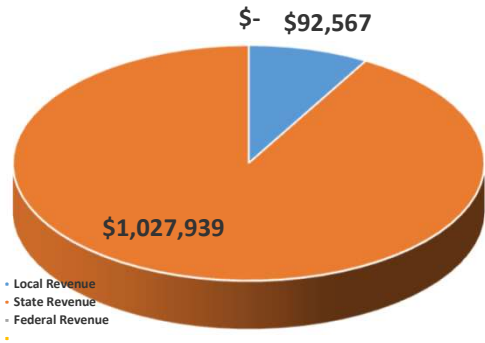
	FY 24-25 7/31/2024				FY 24-25 YEAR-TO-DATE				Target 8.3%	Footnotes
	Monthly Actual	1/12 x Annual Budget	Variance	Target % Used	YTD Actual	Annual Budget	Variance	Percentage Recvd or Used		
Expenditures by Object										
Salaries	545,017	511,106	(33,911)	106.63%	545,017	6,133,255	5,588,238	8.89%	(1)	
Employee Benefits	164,739	187,403	22,664	87.91%	164,739	2,248,832	2,084,093	7.33%	(2)	
Professional Services	33,795	63,205	29,410	53.47%	33,795	758,459	724,664	4.46%	(3)	
Property Services	278,149	273,508	(4,641)	101.70%	278,149	3,282,099	3,003,950	8.47%	(4)	
Other Services	53,115	72,500	19,385	73.26%	53,115	870,000	816,885	6.11%	(4)	
Supplies & Materials	48,111	60,367	12,256	79.70%	48,111	724,403	676,292	6.64%	(5)	
Capital Outlay	176,071	134,667	(41,404)	130.75%	176,071	1,616,000	1,439,929	10.90%	(5)	
Other Objects	0	1,875	1,875	0.00%	0	22,500	22,500	0.00%		
Interschool Transfers	0	0	0	N/A	0	0	0	N/A		
Total Expenditures	\$ 1,298,998	\$ 1,304,631	\$ 5,633	99.57%	\$ 1,298,998	\$ 15,655,548	\$ 14,356,550	8.30%	(6)	

Footnotes:

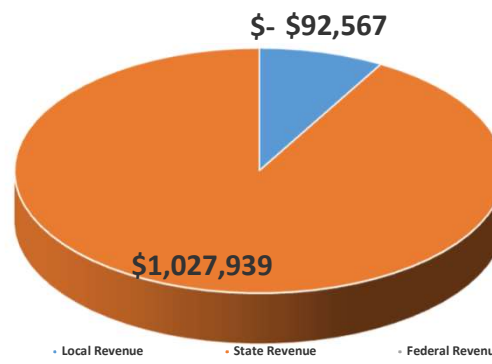
- (1) Salaries expenditures are slightly above budget at 106.6 %, YTD at 8.9% with adjustments made from new hires.
- (2) Employee Benefits expenditures are below budget at 87.9% for the month and 7.3% of the YTD budget.
- (3) Purchased/Professional Services expenditures are low/on track at 53% and 101% MTD.
- (4) Other Services are low for MTD 73%.
- (5) Supplies and Materials expenditures are at 80% MTD and 130% for Capital Outlay (start of the year).
- (6) Overall GF Expenditures are on target at 99.6% for MTD and YTD at 8.3%.
- (7) Good to note that all MTD and YTD numbers are the same as we are in the first month of our new fiscal year.

Monument Academy
Quarterly Financial Summary
General Fund
7/31/2024

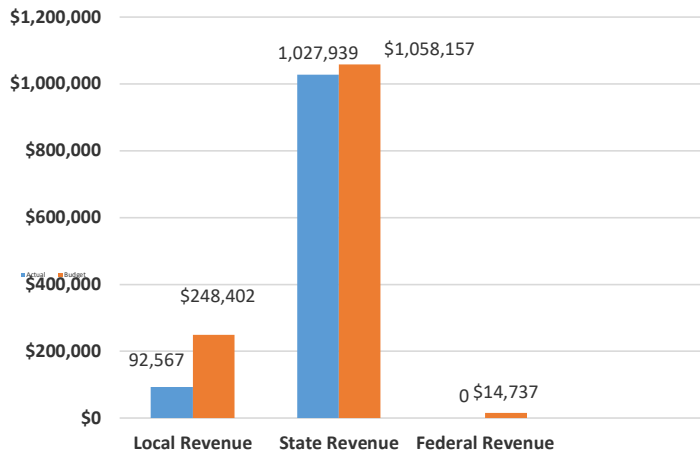
MTD General Fund Revenues



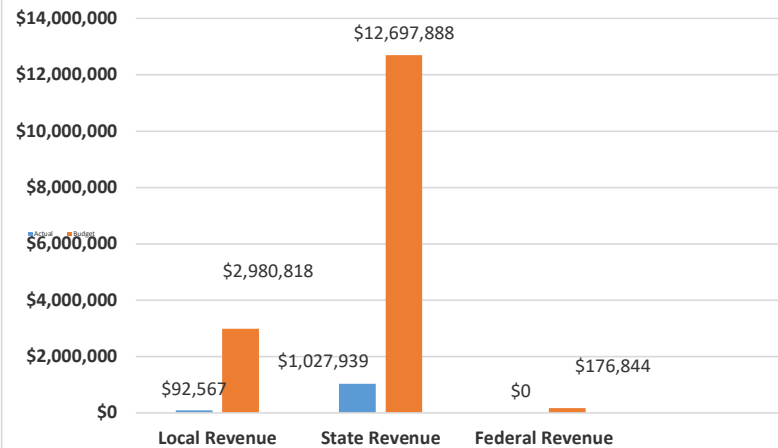
YTD General Fund Revenues



MTD Revenue - Budget to Actual

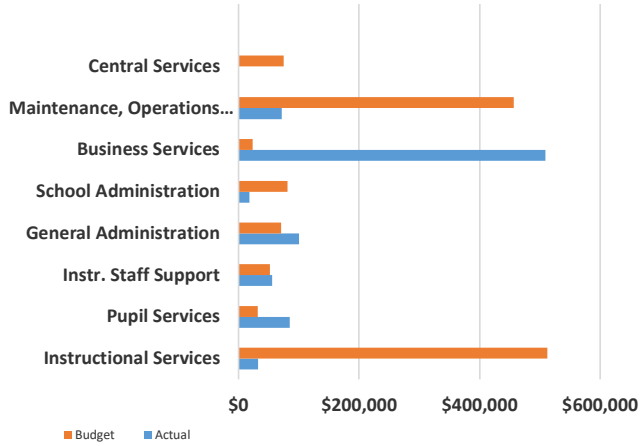


YTD Revenue - Budget to Actual

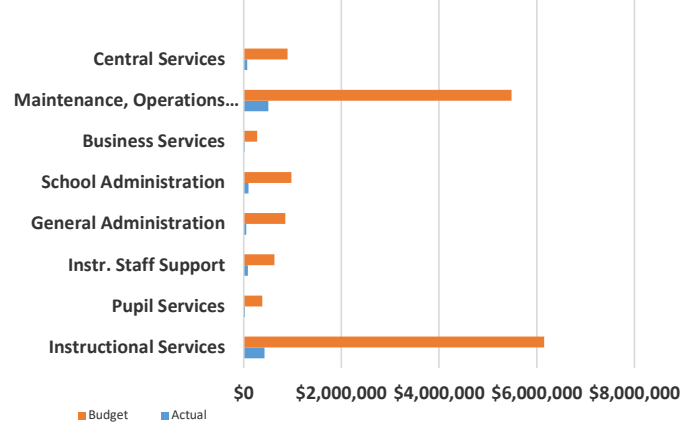


Monument Academy
Quarterly Financial Summary
General Fund
7/31/2024

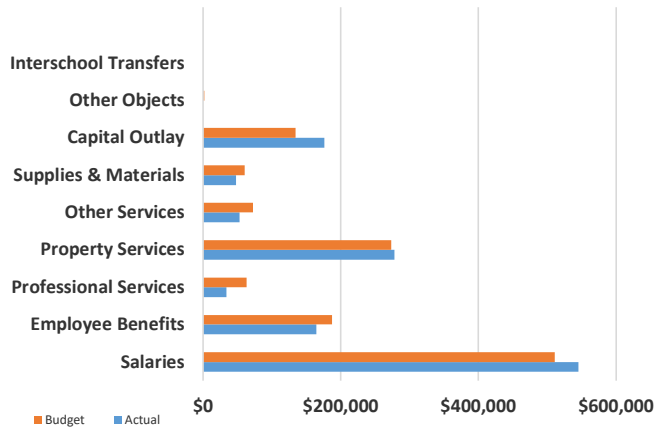
MTD Expenditures by Program



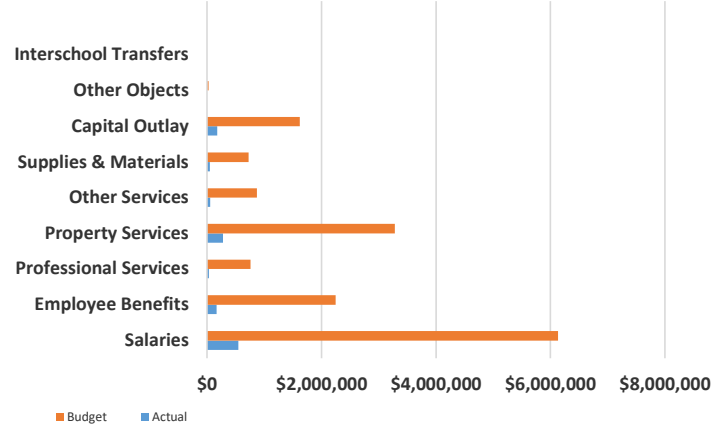
YTD Expenditures by Program



MTD Expenditures by Object



YTD Expenditures by Object



Monument Academy
Monthly Financial Summary
PreSchool Fund
7/31/2024

	FY 24-25				Target 100.0%	FY 24-25				Target 8.3%
	7/31/2024		YEAR-TO-DATE			YEAR-TO-DATE		Percentage		
	MTD Actual	1/12 x Annual Budget	Variance	% Used	YTD Actual	Annual Budget	Variance	Percentage Recvd or Used		
Revenues										
Local Revenue	3,825	34,325	(30,500)	11.14%	3,825	411,900	(408,075)	0.93%		
State Revenue	0	0	0	N/A	0	0	0	N/A		
Total Revenues	\$ 3,825	\$ 34,325	\$ (30,500)	11.14%	\$ 3,825	\$ 411,900	\$ (408,075)	0.93%		
Expenditures										
<u>Instruction</u>										
Salaries	13,334	16,308	2,974	81.76%	13,334	195,700	182,366	6.81%	(1)	
Employee Benefits	3,482	6,626	3,144	52.56%	3,482	79,517	76,035	4.38%		
Professional Services	0	0	0	N/A	0	0	0	N/A		
Property Services	0	5,417	5,417	0.00%	0	65,000	65,000	0.00%		
Other Services	0	0	0	N/A	0	0	0	N/A		
Supplies & Materials	1,840	1,250	(590)	147.20%	1,840	15,000	13,160	12.27%	(2)	
Equipment	905	0	(905)	N/A	905	0	(905)	N/A		
Other Objects	0				0	0				
Total Instruction	19,561	29,601	10,040	66.08%	19,561	355,217	335,656	5.51%		
<u>School Administration</u>										
Salaries	11,547	5,858	(5,689)	197.11%	11,547	70,300	58,753	16.42%		
Employee Benefits	4,050	1,822	(2,228)	222.30%	4,050	21,864	17,813	18.53%		
Professional Services	0	5,417	5,417	0.00%	0	65,000	65,000	0.00%		
Property Services	0	0	0	N/A	0	0	0	N/A		
Supplies & Materials	0	1,250	1,250	0.00%	0	15,000	15,000	0.00%		
Equipment	0	0	0	N/A	0	0	0	N/A		
Indirect Costs	3,938	3,938	1	99.99%	3,938	47,250	43,313	8.33%		
Total School Administration	19,534	18,285	(1,249)	106.83%	19,534	219,414	199,879	8.90%		
<u>Support Services</u>										
Salaries	0	0	0	N/A	0	0	0	N/A		
Employee Benefits	0	0	0	N/A	0	0	0	N/A		
Professional Services	0	0	0	N/A	0	0	0	N/A		
Total Support Services	0	0	0	N/A	0	0	0	N/A		
Total Expenditures	\$ 39,096	\$ 47,886	\$ 8,790	81.64%	\$ 39,096	\$ 574,631	\$ 535,535	6.80%	(3)	
Income (Loss)	\$ (35,271)	\$ (13,561)	\$ (21,710)		\$ (35,271)	\$ (162,731)	\$ 127,460			
Audited/Estimated Fund Balance, Beginning of Year					68,248	75,000	(6,752)			
Fund Balance, End of Period					\$ 32,977	\$ (87,731)	\$ 120,708			

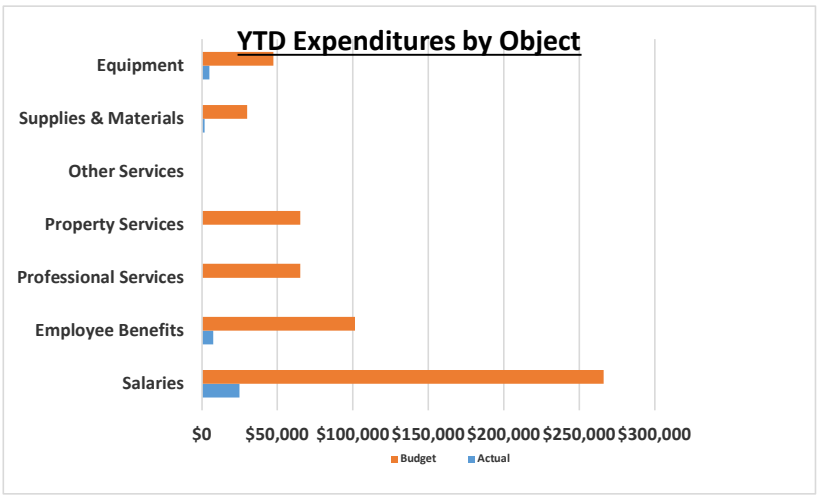
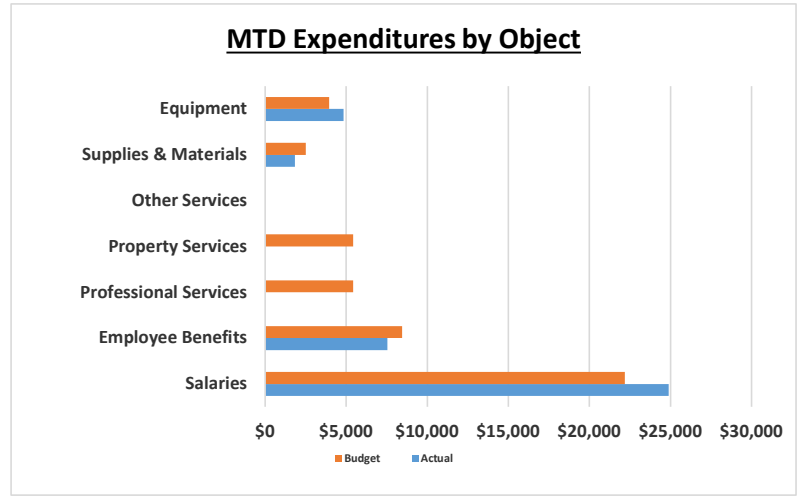
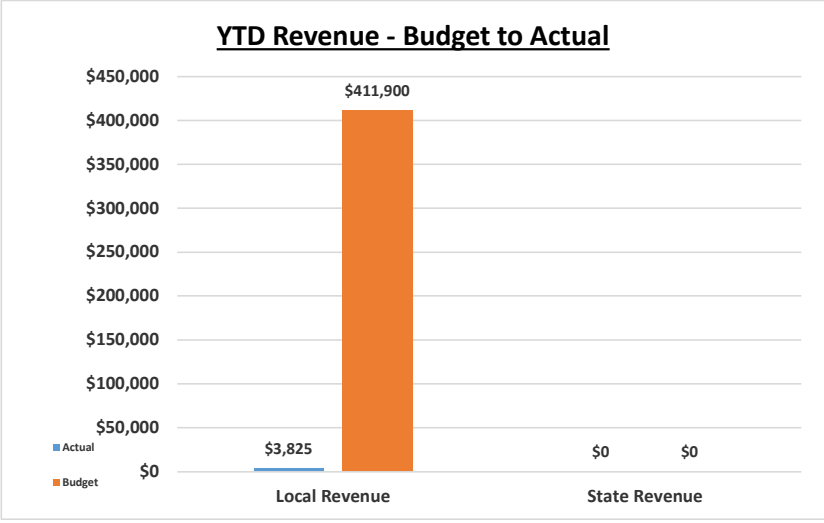
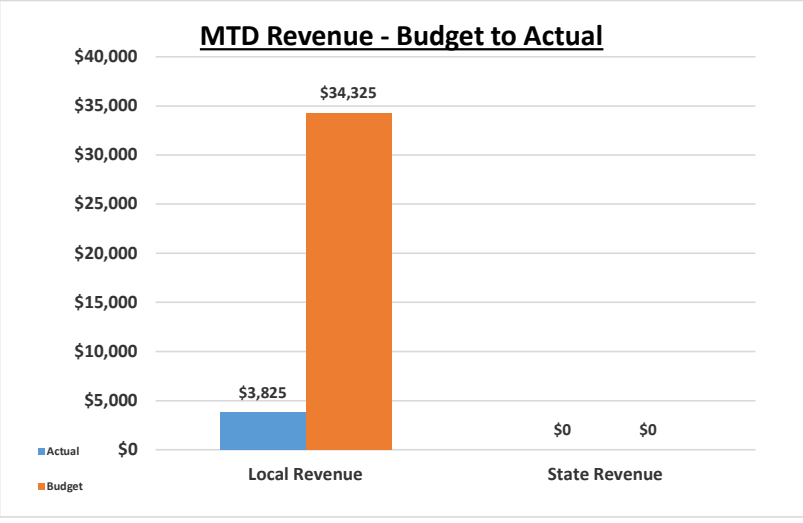
Footnotes

Footnotes: **Cash in Bank - Integrity** \$ **110,598**

- (1) Preschool Salaries & Benefits are below budget for the month and over for admin (double pay due to payroll change).
- (2) Property services were 0% for the month.
- (3) Supplies & Materials were at 0%.
- (4) Total expenditures for the month (75.44%) are under budget and YTD (6.3%) are below budget as well.

Monument Academy
Quarterly Financial Summary
Preschool Fund
7/31/2024

PreSchool Fund



Monument Academy
Monthly Financial Summary
Facilities Corp Fund (52)
7/31/2024

	FY 24-25 7/31/2024				Target 100.0%	FY 24-25 YEAR-TO-DATE				Target 8.3%
	MTD Actual	1/12 x Annual Budget	Variance		% Used	YTD Actual	Annual Budget	Variance		Percentage Recvd or Used
Revenues										
Interest Income	6,306	0	6,306		N/A	6,306	0	6,306		N/A
Lease Income - Intercept 2014	77,678	77,278	400		100.52%	77,678	927,338	(849,660)		8.38%
Total Revenues	\$ 83,984	\$ 77,278	\$ 6,706		108.68%	\$ 83,984	\$ 927,338	\$ (843,354)		9.06%
Expenditures										
Salaries	0	0	0		N/A	0	0	0		N/A
Employee Benefits	0	0	0		N/A	0	0	0		N/A
Professional Services	0	417	417		0.00%	0	5,000	5,000		0.00%
Property Services	0	0	0		N/A	0	0	0		N/A
Other Services	0	0	0		N/A	0	0	0		N/A
Supplies & Materials	0	0	0		N/A	0	0	0		N/A
Interest - 2014 Bonds	0	36,028	36,028		0.00%	0	432,338	432,338		0.00%
Principal - 2014 Bonds	0	40,833	40,833		0.00%	0	490,000	490,000		0.00%
Total Expenditures	\$ -	\$ 77,278	\$ 77,278		0.00%	\$ -	\$ 927,338	\$ 927,338		0.00%
Other Financing Uses										
Transfers Out	157,987	0	0		N/A	157,981	0	(157,981)		N/A
Total Other Financing Uses	\$ 157,987	\$ -	\$ -		N/A	\$ 157,981	\$ -	\$ (157,981)		N/A
Income (Loss)	\$ (74,004)	\$ -	\$ 83,984			\$ (73,998)	\$ -	\$ (73,998)		
Audited/Estimated Fund Balance, Beginning of Year						1,694,204	1,600,000	94,204		
Fund Balance, End of Period						\$ 1,620,206	\$ 1,600,000	\$ 20,206		

Footnotes

(1)
(2)

Cash in Bank	6/30/23	7/31/24
Bond Principal Fund - 2014	365,055	408,333
Bond Interest Fund - 2014	188,214	147,379
Bond Reserve Fund - 2014	939,040	943,079
Bond R&R Fund - 2014	120,888	121,409
Total Cash in Bank	\$1,613,197	\$1,620,201

Footnotes:

- (1) Interest on the 2014 bonds will be paid in October 2024 and April 2025.
- (2) Principal on the 2014 bonds were paid last in April 2024.

Monument Academy
Monthly Financial Summary
Foundation Fund (53)
7/31/2024

	FY 24-25 7/31/2024				Target 100.0%	FY 24-25 YEAR-TO-DATE				Target 8.3%	Footnotes
	MTD Actual	1/12 x Annual Budget	Variance	% Used	YTD Actual	Annual Budget	Variance	Percentage Recvd or Used			
Revenues											
Interest Income	5,311	0	5,311	N/A	5,311	0	5,311	N/A			
Lease Income Intercept - 2019 Bonds	152,771	154,167	(1,396)	99.09%	152,771	1,850,000	(1,697,229)	8.26%			
Total Revenues	\$ 158,082	\$ 154,167	\$ 3,915	102.54%	\$ 158,082	\$ 1,850,000	\$ (1,691,918)	8.54%			
Expenditures											
Salaries	0	0	0	N/A	0	0	0	N/A			
Employee Benefits	0	0	0	N/A	0	0	0	N/A			
Professional Services	227	1,396	1,169	16.27%	227	16,750	16,523	1.36%			
Property Services	0	0	0	N/A	0	0	0	N/A			
Other Services	0	0	0	N/A	0	0	0	N/A			
Supplies & Materials	0	0	0	N/A	0	0	0	N/A			
Interest - 2019 Bonds	0	117,354	117,354	0.00%	0	1,408,250	1,408,250	0.00%		(1)	
Principal - 2019 Bonds	0	35,417	35,417	0.00%	0	425,000	425,000	0.00%			
Total Expenditures	\$ 227	\$ 154,167	\$ 153,940	0.15%	\$ 227	\$ 1,850,000	\$ 1,849,773	0.01%			
Other Financing Uses											
Transfers Out	75,864	0	0	N/A	75,864	0	(75,864)	N/A			
Total Other Financing Uses	\$ 75,864	\$ -	\$ -	N/A	\$ 75,864	\$ -	\$ (75,864)	N/A			
Income (Loss)	\$ 81,991	\$ -	\$ 157,855		\$ 81,991	\$ -	\$ 81,991				
Audited/Estimated Fund Balance, Beginning of Year					1,147,320	1,200,000	(52,680)				
Fund Balance, End of Period					\$ 1,229,311	\$ 1,200,000	\$ 29,311				

Cash in Bank	6/30/23	7/31/24
Integrity Checking MAF	1,758	1,777
Bond Principal Fund - 2019	41,276	71,026
Bond Interest Fund - 2019	172,481	235,379
Bond Reserve Fund - 2019	916,883	921,130
Total Cash in Bank	\$1,132,398	\$1,229,312

Footnotes:

- (1) Interest on the 2019 bonds was paid in Q2 and Q4.
- (2) Pricipal on the 2019 bonds is paid in Q4.

Monument Academy
Monthly Financial Summary
Student Activity Fund
7/31/2024

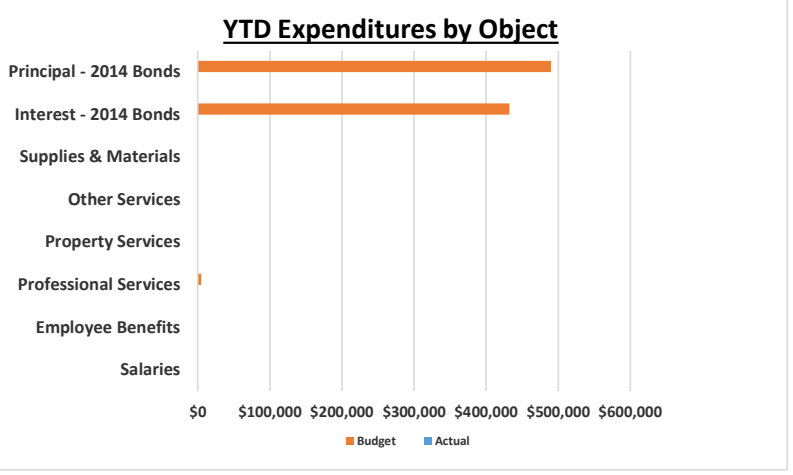
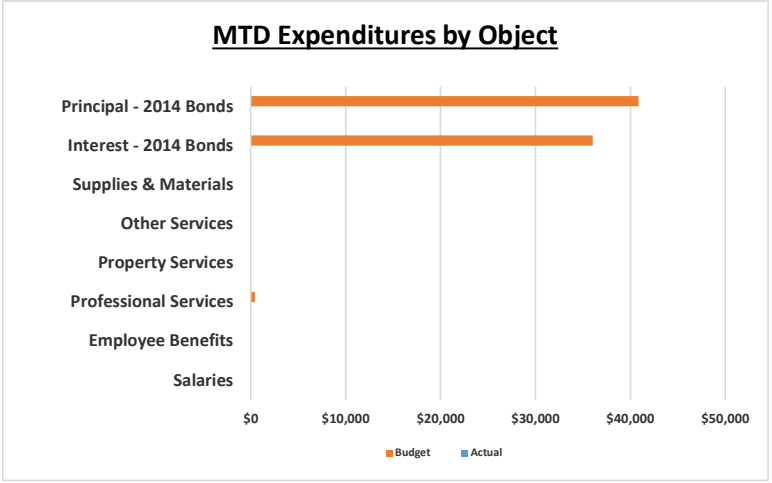
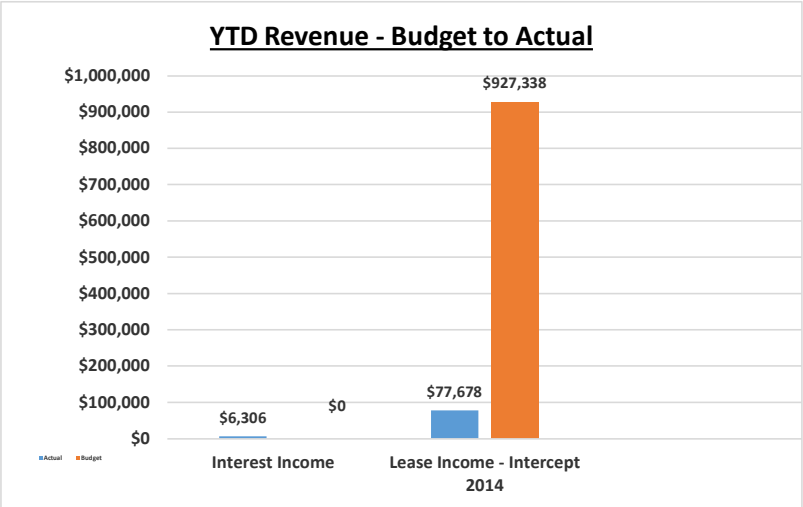
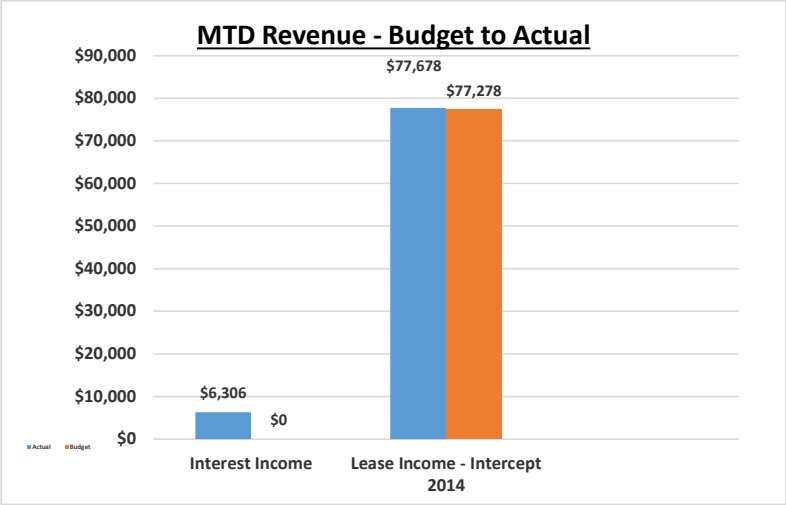
	FY 24-25 7/31/2024				Target 100.0%	FY 24-25 YEAR-TO-DATE				Target 8.3%	Footnotes
	MTD Actual	1/12 x Annual Budget	Variance	% Used	YTD Actual	Annual Budget	Variance	Percentage Recvd or Used			
Revenues											
Local Revenue	25,895	25,000	895	103.58%	25,895	300,000	(274,105)	8.63%	(2)		
State Revenue	0	0	0	N/A	0	0	0	N/A			
Total Revenues	\$ 25,895	\$ 25,000	\$ 895	103.58%	\$ 25,895	\$ 300,000	\$ (274,105)	8.63%			
Expenditures											
Salaries	0	0	0	N/A	0	0	0	N/A			
Employee Benefits	0	0	0	N/A	0	0	0	N/A			
Professional Services	474	0	(474)	N/A	474	0	(474)	N/A			
Property Services	0	0	0	N/A	0	0	0	N/A			
Other Services	0	0	0	N/A	0	0	0	N/A			
Supplies & Materials	403	25,000	24,597	1.61%	403	300,000	299,597	0.13%	(1)		
Equipment	0	0	0	N/A	0	0	0	N/A			
Other Objects	0	0	0	N/A	0	0	0	N/A			
Total Expenditures	\$ 877	\$ 25,000	\$ 24,123	3.51%	\$ 877	\$ 300,000	\$ 299,123	0.29%			
Other Financing Uses											
Transfers Out	0	0	0	N/A	0	0	0	N/A			
Total Other Financing Uses	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -	N/A			
Income (Loss)	\$ 25,017	\$ -	\$ 25,017		\$ 25,018	\$ -	\$ 25,018	N/A			
Audited/Estimated Fund Balance, Beginning of Year					100,825	110,000	(9,175)				
Fund Balance, End of Period					\$ 125,843	\$ 110,000	\$ 15,843				
Cash in Bank - Integrity			\$ 38,088								

Footnotes:

- (1) Expenditures are significantly below budget due to slow summer activity.
- (2) Revenues are slightly over at 103% MTD

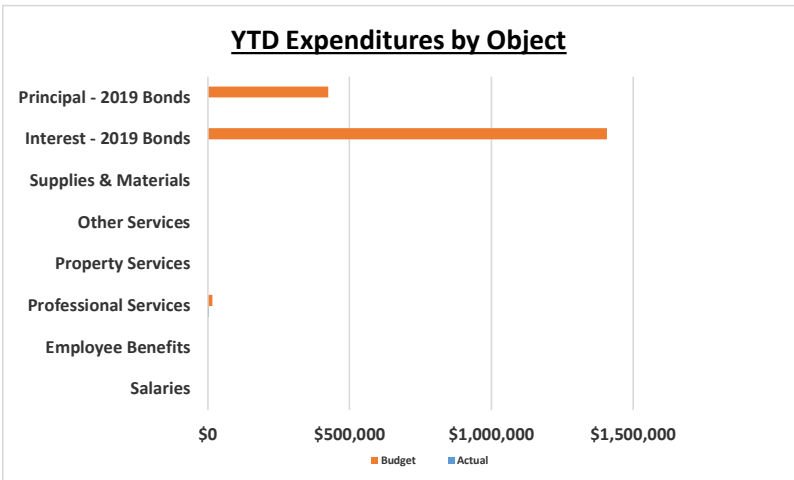
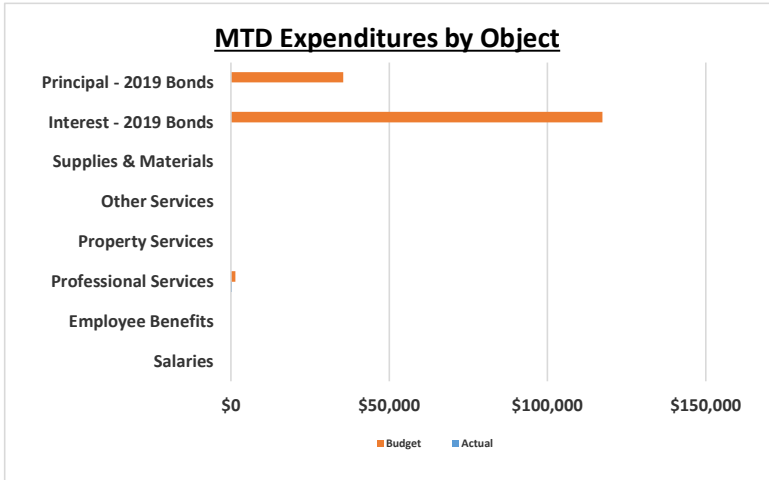
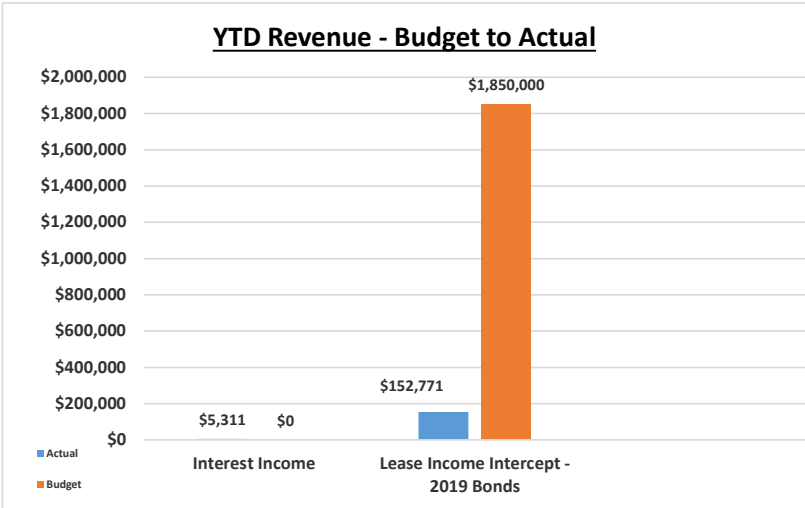
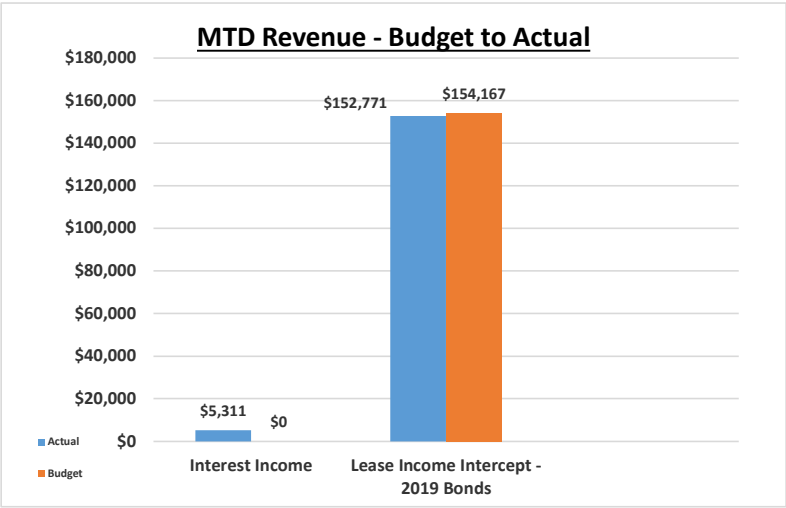
Monument Academy
Quarterly Financial Summary
Special Revenue Funds
7/31/2024

Facilities Corp Fund



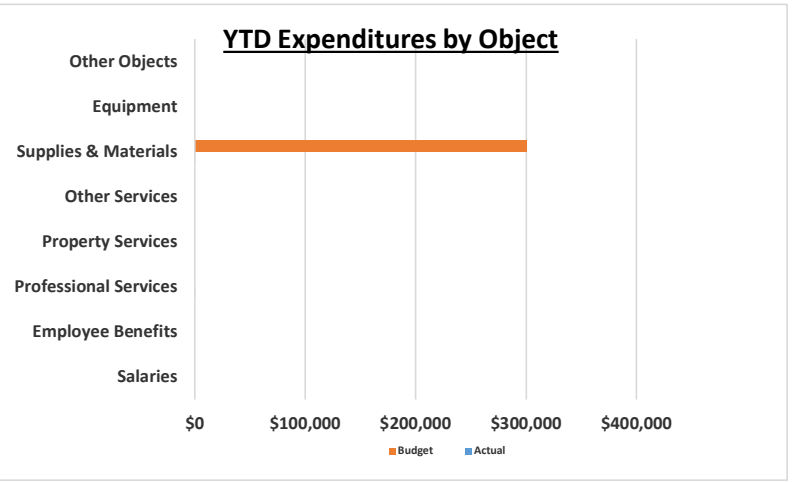
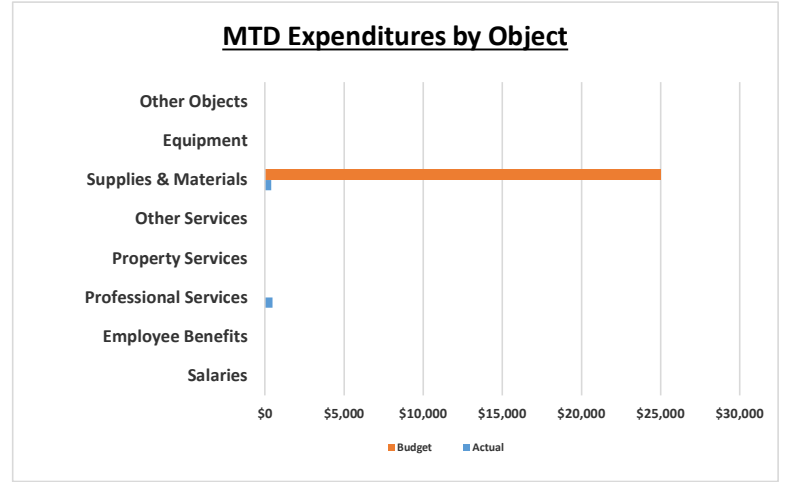
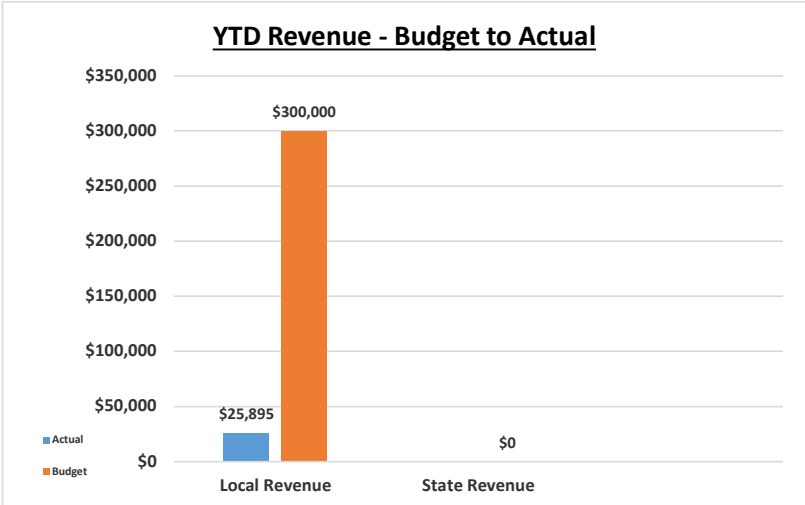
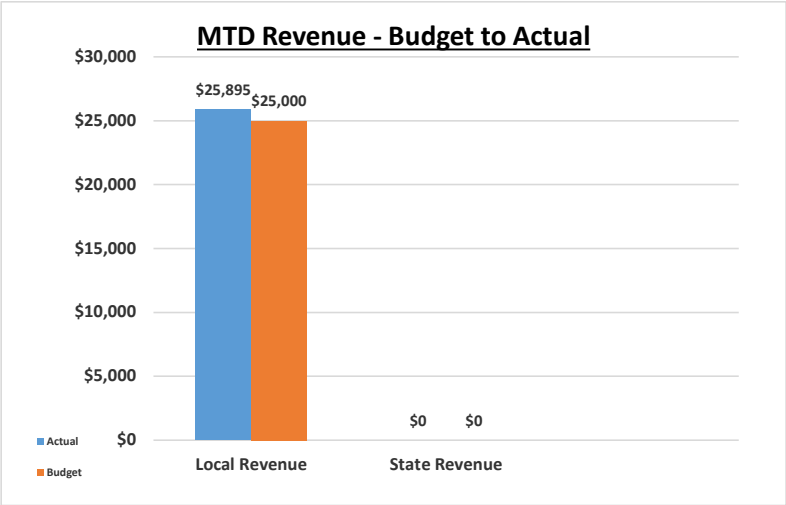
Monument Academy
Quarterly Financial Summary
Special Revenue Funds
7/31/2024

Foundation Fund



Monument Academy
Quarterly Financial Summary
Special Revenue Funds
7/31/2024

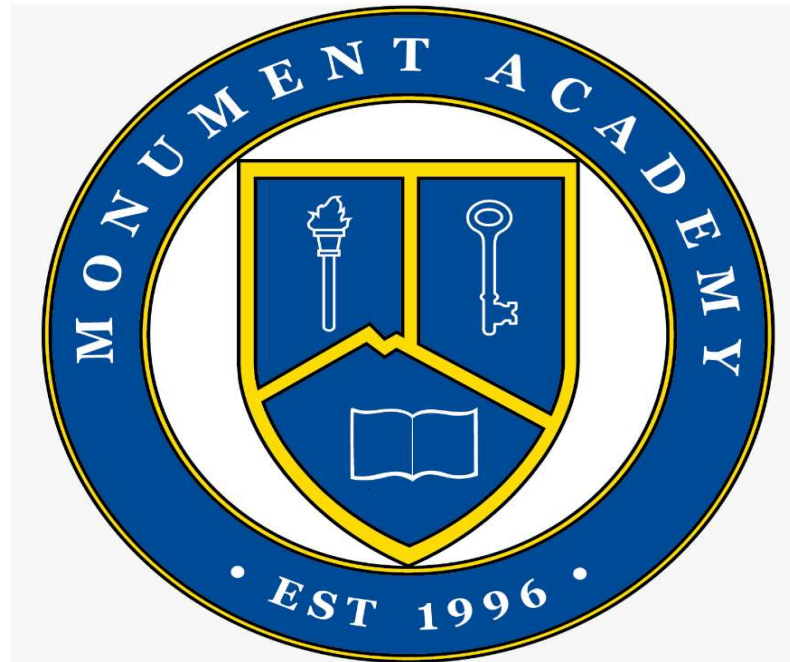
Student Activity Fund



Monument Academy

Optional Supplemental Information

Fiscal Year 2024-25



Monument Academy
School Financials
General Fund
7/31/2024

	Monument Academy Elementary				Monument Academy Middle				Monument Academy High			
	FY 24/25 YTD Actual	FY 24/25 Budget	FY 24/25 Variance	% Utilization	FY 24/25 YTD Actual	FY 24/25 Budget	FY 24/25 Variance	% Utilization	FY 23/24 YTD Actual	FY 24/25 Budget	FY 24/25 Variance	% Utilization
Beginning Fund Balance	\$0				\$0				\$0		Audit Totals	\$0
Revenues												
Property Taxes - MLO	25,876	342,169	316,293	7.56%	18,924	250,249	231,324	7.56%	6,510	86,080	79,570	7.56%
Earnings on Investments	9,566	95,792	86,226	9.99%	6,996	91,360	84,364	7.66%	2,406	26,483	24,077	9.09%
Instructional Materials Fees	2,932	94,810	91,878	3.09%	5,230	120,328	115,098	4.35%	2,170	39,900	37,730	5.44%
Comm Services/Athletics Fees	2,985	65,000	62,015	4.59%	0	46,602	46,602	0.00%	2,125	37,720	35,595	5.63%
Other Local Revenues	4,148	1,281,500	1,277,352	0.32%	0	50,000	50,000	0.00%	2,699	352,825	350,126	0.77%
Total Local Revenues	45,506	1,879,271	1,833,765	2.42%	31,150	558,539	527,389	5.58%	15,910	543,008	527,098	2.93%
Per-Pupil Funding	500,366	6,005,192	5,504,825	8.33%	365,946	4,391,937	4,378,752	0.30%	125,878	1,510,740	1,384,862	8.33%
Capital Construction Funds	18,028	235,790	217,762	7.65%	13,185	159,871		N/A	4,535	47,400	42,865	9.57%
Education of the Handicapped	0	48,896	48,896	0.00%	0	35,761	35,761	0.00%	0	12,301	12,301	0.00%
English Language Proficiency	0	10,000	10,000	0.00%	0	0	0	N/A	0	0	0	N/A
READ Act Revenue	0	25,000	25,000	0.00%	0	0	0	N/A	0	0	0	N/A
Gifted & Talented	0	15,000	15,000	0.00%	0	0	0	N/A	0	0	0	N/A
On-Behalf Payment	0	200,000	200,000	0.00%	0	0	0	N/A	0	0	0	N/A
Other State Revenue	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Total State Revenues	518,394	6,539,878	6,021,483	7.93%	379,131	4,587,569	4,414,513	8.26%	130,414	1,570,441	1,440,027	8.30%
Other Federal Revenue	0	94,881	94,881	0.00%	0	63,541	63,541	0.00%	0	18,422	18,422	0.00%
CARES Relief Funds	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
ESSER Relief Funds	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Total Federal Revenues	0	94,881	94,881	0.00%	0	63,541	63,541	0.00%	0	18,422	18,422	0.00%
Transfer from Other Funds	157,981	0	(157,981)	N/A	0	0	0	N/A	75,864	0	(75,864)	N/A
To tal Transfers	157,981	0	(157,981)	N/A	0	0	0	N/A	75,864	0	(75,864)	N/A
Total Revenues & Transfers	\$721,882	\$8,514,029	\$7,792,148	8.48%	\$410,281	\$5,209,649	\$5,005,443	7.88%	\$222,188	\$2,131,871	\$1,909,683	10.42%
									\$1,354,351			
Instruction (1000s)												
Salaries	159,972	1,950,343	1,790,371	8.20%	83,446	1,218,529	1,135,082	6.85%	36,281	537,063	500,782	6.76%
Employee Benefits	48,972	873,185	824,213	5.61%	26,538	406,394	379,856	6.53%	11,749	179,951	168,202	6.53%
Purch Svcs	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Other Exp	245	2,625	2,380	9.33%	438	3,375	2,937	12.99%	0	1,125	1,125	0.00%
Supplies & Materials	6,589	160,512	153,923	4.10%	3,488	60,375	56,887	5.78%	4,487	66,555	62,068	6.74%
Capital Outlay	905	17,000	16,095	5.33%	0	0	0	N/A	0	0	0	N/A
Total Instruction	216,684	3,003,665	2,786,981	7.21%	113,910	1,688,673	1,574,762	6.75%	52,517	784,694	732,177	6.69%
Special Education (1700s)												
Salaries	10,056	150,912	140,856	6.66%	5,603	82,369	76,766	6.80%	6,114	49,684	43,570	12.31%
Employee Benefits	2,658	55,764	53,106	4.77%	2,226	31,703	29,477	7.02%	2,276	18,075	15,799	12.59%
Purch Svcs	0	50,000	50,000	0.00%	0	5,000	5,000	0.00%	0	10,000	10,000	0.00%
Other Exp	5,245	62,200	56,955	8.43%	3,836	38,400	34,564	9.99%	1,320	14,440	13,120	9.14%
Supplies & Materials	27	5,000	4,973	0.54%	0	500	500	0.00%	0	1,000	1,000	0.00%
Capital Outlay	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Total Special Education	17,987	323,876	305,889	5.55%	11,665	157,972	146,307	7.38%	9,710	93,199	83,489	10.42%
Athletics/Co-Curricular (1800s)												
Salaries	0	0	0	N/A	1,166	27,000	25,834	4.32%	0	21,000	21,000	0.00%
Employee Benefits	0	0	0	N/A	790	6,170	5,380	12.80%	0	4,799	4,799	0.00%
Purch Svcs	0	0	0	N/A	0	10,645	10,645	0.00%	0	13,200	13,200	0.00%
Other Exp	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Supplies & Materials	0	0	0	N/A	0	2,500	2,500	0.00%	1,345	8,500	7,155	15.82%
Capital Outlay	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Dues & Fees	0	0	0	N/A	0	5,000	5,000	0.00%	0	0	0	N/A
Total Athletics/Cocurricu	0	0	0	N/A	1,956	51,315	49,359	3.81%	1,345	47,499	46,154	2.83%

Monument Academy
School Financials
General Fund
7/31/2024

	Monument Academy Elementary				Monument Academy Middle				Monument Academy High			
	FY 24/25 YTD Actual	FY 24/25 Budget	FY 24/25 Variance	% Utilization	FY 24/25 YTD Actual	FY 24/25 Budget	FY 24/25 Variance	% Utilization	FY 23/24 YTD Actual	FY 24/25 Budget	FY 24/25 Variance	% Utilization
Pupil Support Svcs												
Salaries	9,955	139,989	130,034	7.11%	3,661	53,323	49,662	6.87%	12,114	86,881	74,767	13.94%
Employee Benefits	3,015	29,997	26,982	10.05%	945	19,477	18,532	4.85%	2,883	31,614	28,731	9.12%
Purch Svcs	0	10,000	10,000	0.00%	0	7,500	7,500	0.00%	0	2,500	2,500	0.00%
Other Exp	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Supplies & Materials	0	2,000	2,000	0.00%	0	0	0	N/A	0	3,200	3,200	0.00%
Capital Outlay	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Total Pupil Services	12,970	181,986	169,016	7.13%	4,606	80,300	75,694	5.74%	14,997	124,195	109,198	12.08%
Instr Staff Services												
Salaries	31,343	235,708	204,365	13.30%	0	0	0	N/A	17,078	155,747	138,669	10.97%
Employee Benefits	9,268	77,941	68,673	11.89%	0	0	0	N/A	4,437	47,908	43,471	9.26%
Purch Svcs	0	29,850	29,850	0.00%	0	0	0	N/A	0	0	0	N/A
Other Exp	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Supplies & Materials	22,531	63,011	40,480	35.76%	0	0	0	N/A	95	16,000	15,905	0.60%
Capital Outlay	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Interschool Transfers	0	0	0	N/A	5,993	163,436	157,443	3.67%	(5,993)	(163,436)	(157,443)	3.67%
Total Instr Staff Services	63,143	406,510	343,367	15.53%	5,993	163,436	157,443	3.67%	15,618	56,219	40,601	27.78%
General Administration												
Salaries	8,631	78,000	69,369	11.07%	0	0	0	N/A	5,754	52,000	46,246	11.07%
Employee Benefits	2,834	21,183	18,349	13.38%	0	0	0	N/A	1,889	14,122	12,233	13.38%
Purch Svcs	1,500	130,750	129,250	1.15%	0	0	0	N/A	1,500	69,800	68,300	2.15%
Other Exp	16,923	230,226	213,303	7.35%	0	0	0	N/A	16,634	213,609	196,975	7.79%
Supplies & Materials	202	27,000	26,798	0.75%	0	0	0	N/A	135	5,000	4,865	2.70%
Capital Outlay	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Dues & Fees	0	8,000	8,000	0.00%	0	0	0	N/A	0	500	500	0.00%
Interschool Transfers	0	0	0	N/A	2,838	264,164	261,326	1.07%	(2,838)	(264,164)	(261,326)	1.07%
Total General Admin	30,091	495,159	465,068	6.08%	2,838	264,164	261,326	1.07%	23,075	90,867	67,792	25.39%
School Administration												
Salaries	36,904	339,579	302,675	10.87%	21,429	259,460	238,031	8.26%	17,387	108,296	90,909	16.05%
Employee Benefits	10,506	110,078	99,572	9.54%	5,846	85,893	80,047	6.81%	4,915	37,350	32,435	13.16%
Purch Svcs	0	7,000	7,000	0.00%	0	0	0	N/A	0	5,000	5,000	0.00%
Other Exp	1,947	2,000	53	97.35%	0	0	0	N/A	1,298	0	(1,298)	N/A
Supplies & Materials	25	6,250	6,225	0.40%	173	2,500	2,327	6.91%	55	5,000	4,945	1.11%
Capital Outlay	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Dues & Fees	0	7,000	7,000	0.00%	0	1,000	1,000	0.00%	0	1,000	1,000	0.00%
Total School Admin	49,381	471,907	422,526	10.46%	27,448	348,853	321,405	7.87%	23,656	156,646	132,990	15.10%
Business Services												
Salaries	12,021	87,792	75,771	13.69%	0	0	0	N/A	1,911	58,528	56,617	3.26%
Employee Benefits	3,626	26,783	23,157	13.54%	0	0	0	N/A	441	17,853	17,412	2.47%
Purch Svcs	303	49,140	48,837	0.62%	0	0	0	N/A	202	34,140	33,938	0.59%
Other Exp	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Supplies & Materials	0	8,000	8,000	0.00%	0	0	0	N/A	0	500	500	0.00%
Capital Outlay	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Interschool Transfers	0	0	0	N/A	2,857	82,606	79,749	3.46%	(2,857)	(82,606)	(79,749)	3.46%
Total Business Services	15,950	171,715	155,765	9.29%	2,857	82,606	79,749	3.46%	(303)	28,415	28,718	-1.07%
Facilities & Transportation												
Salaries	17,508	85,010	67,502	20.60%	0	0	0	N/A	9,146	75,020	65,874	12.19%
Employee Benefits	4,853	29,505	24,652	16.45%	0	0	0	N/A	3,340	29,463	26,124	11.34%
Purch Svcs	4,445	103,000	98,555	4.32%	0	0	0	N/A	6,049	14,300	8,251	42.30%
Purch Prof Svcs/Utilities	120,374	1,182,013	1,061,639	10.18%	0	0	0	N/A	157,775	2,100,086	1,942,311	7.51%
Other Exp	1,349	25,000	23,651	5.40%	0	0	0	N/A	1,877	20,000	18,123	9.39%
Supplies & Materials	7,043	122,000	114,957	5.77%	0	0	0	N/A	349	102,000	101,651	0.34%
Capital Outlay	0	1,402,000	1,402,000	0.00%	0	0	0	N/A	175,058	191,000	15,942	91.65%
Interschool Transfers	0	0	0	N/A	10,772	1,883,859	1,873,087	0.57%	(10,772)	(1,883,859)	(1,873,087)	0.57%
Total Facilities	155,573	2,948,528	2,792,955	5.28%	10,772	1,883,859	1,873,087	0.57%	342,823	648,010	305,188	52.90%

Monument Academy

School Financials

General Fund

7/31/2024

	Monument Academy Elementary				Monument Academy Middle				Monument Academy High			
	FY 24/25 YTD Actual	FY 24/25 Budget	FY 24/25 Variance	% Utilization	FY 24/25 YTD Actual	FY 24/25 Budget	FY 24/25 Variance	% Utilization	FY 23/24 YTD Actual	FY 24/25 Budget	FY 24/25 Variance	% Utilization
Central Services												
Salaries	28,978	194,511	165,534	14.90%	0	0	0	N/A	8,559	86,512	77,953	9.89%
Employee Benefits	8,271	64,128	55,857	12.90%	0	0	0	N/A	2,459	29,495	27,036	8.34%
Purch Svcs	11,748	138,044	126,296	8.51%	0	0	0	N/A	8,047	68,590	60,544	11.73%
Purch Prof Svcs/Utilities	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Other Exp	(50)	67,000	67,050	-0.07%	0	0	0	N/A	2,051	190,000	187,949	1.08%
Supplies & Materials	1,454	42,000	40,546	3.46%	0	0	0	N/A	113	15,000	14,887	0.76%
Capital Outlay	64	5,000	4,936	1.29%	0	0	0	N/A	43	1,000	957	4.29%
Interschool Transfers	0	0	0	N/A	4,923	290,627	285,704	1.69%	(4,923)	(290,627)	(285,704)	1.69%
Total Central Services	50,466	510,683	460,218	9.88%	4,923	290,627	285,704	1.69%	16,349	99,970	83,621	16.35%
Total Expenditures	\$612,244	\$8,514,029	\$7,901,785	7.19%	\$186,968	\$5,011,805	\$4,824,837	3.73%	\$499,786	\$2,129,715	\$1,629,929	23.47%
									\$1,298,998			
Net Income	\$109,638	\$0	\$109,637		\$223,314	\$197,844	\$25,470		(\$277,598)	\$2,156	(\$279,754)	
Ending Fund Balance	\$109,638	\$0			\$223,314				(\$277,598)			\$55,353
												\$55,353
	Summary by Object											
Salaries	315,368	3,261,844	2,946,476	9.67%	115,305	1,640,680	1,525,375	7.03%	114,344	1,230,731	1,116,387	9.29%
Employee Benefits	94,004	1,288,564	1,194,560	7.30%	36,345	549,637	513,292	6.61%	34,390	410,631	376,241	8.37%
Purch Svcs	17,997	517,784	499,787	3.48%	0	23,145	23,145	0.00%	15,798	217,530	201,732	7.26%
Purch Prof Svcs/Utilities	120,374	1,182,013	1,061,639	10.18%	0	0	0	N/A	157,775	2,100,086	1,942,311	7.51%
Other Exp	25,660	389,051	363,391	6.60%	4,275	41,775	37,500	10.23%	23,180	439,174	415,994	5.28%
Supplies & Materials	37,872	435,773	397,901	8.69%	3,660	65,875	62,215	5.56%	6,579	222,755	216,176	2.95%
Capital Outlay	970	1,424,000	1,423,030	0.07%	0	0	0	N/A	175,101	192,000	16,899	91.20%
Dues & Fees	0	15,000	15,000	0.00%	0	6,000	6,000	0.00%	0	1,500	1,500	0.00%
Interschool Transfers	0	0	0	N/A	27,382	2,684,693	2,657,310	1.02%	(27,382)	(2,684,692)	(2,657,310)	1.02%
Total Expenditures	\$612,244	\$8,514,029	\$7,901,785	7.19%	\$186,968	\$5,011,805	\$4,824,837	3.73%	\$499,786	\$2,129,715	\$1,629,929	23.47%
									\$1,298,998 Total All Schools			

Note Salaries & Benefit amounts reflect 0-2 months of salary and benefit accrual.

Monument Academy

School Financials

General Fund

FY 23/24

July	August	September	October	November	December	January	February	March	April	May	June	Totals
Monument Academy Elementary (919)												

Revenues												
Local	45,506											45,506
State	518,394											518,394
Federal	0											0
Transfers In	157,981											157,981
Total Revenues	\$721,882	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$721,882

Expenditures												
1000s Instructional Programs	216,684											216,684
1700s Special Education	17,987											17,987
1800s Athletics/Co-curricular	0											0
2100s Pupil Support Svcs	12,970											12,970
2200s Instr Staff Svcs	63,143											63,143
2300s General Administration	30,091											30,091
2400s School Administration	49,381											49,381
2500s Business Services	15,950											15,950
2600s Maint & Operations	155,573											155,573
2800s Central Services	50,466											50,466
Debt Service	0											0
Transfers Out	0											0
Total Expenditures	\$612,244	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$612,244

Net Income	\$ 109,638	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 109,638
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July	August	September	October	November	December	January	February	March	April	May	June	Totals
Monument Academy Middle School (929)												

Revenues												
Local	31,150											31,150
State	379,131											379,131
Federal	0											0
Transfers In	0											0
Total Revenues	\$410,281	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$410,281

Expenditures												
1000s Instructional Programs	113,910											113,910
1700s Special Education	11,665											11,665
1800s Athletics/Co-curricular	1,956											1,956
2100s Pupil Support Svcs	4,606											4,606
2200s Instr Staff Svcs	5,993											5,993
2300s General Administration	2,838											2,838
2400s School Administration	27,448											27,448
2500s Business Services	2,857											2,857
2600s Maint & Operations	10,772											10,772
2800s Central Services	4,923											4,923
Debt Service	0											0
Transfers Out	0											0
Total Expenditures	\$186,968	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$186,968

Net Income	\$ 223,314	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 223,314
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Monument Academy

School Financials

General Fund

FY 23/24

July	August	September	October	November	December	January	February	March	April	May	June	Totals
Monument Academy High School (939)												

Revenues												
Local	15,910											15,910
State	130,414											130,414
Federal	0											0
Transfers In	75,864											75,864
Total Revenues	\$222,188	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$222,188

Expenditures												
1000s Instructional Programs	52,517											52,517
1700s Special Education	9,710											9,710
1800s Athletics/Co-curricular	1,345											1,345
2100s Pupil Support Svcs	14,997											14,997
2200s Instr Staff Svcs	15,618											15,618
2300s General Administration	23,075											23,075
2400s School Administration	23,656											23,656
2500s Business Services	(303)											(303)
2600s Maint & Operations	342,823											342,823
2800s Central Services	16,349											16,349
Debt Service	0											0
Transfers Out	0											0
Total Expenditures	\$499,786	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$499,786

Net Income	\$(277,598)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$(277,598)
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July	August	September	October	November	December	January	February	March	April	May	June	Totals
Monument Academy Preschool (26)												

Revenues												
Local	3,825											3,825
State	0											0
Federal	0											0
Transfers In	0											0
Total Revenues	\$3,825	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,825

Expenditures												
1000s Instructional Programs	19,561											19,561
1700s Special Education	0											0
1800s Athletics/Co-curricular	0											0
2100s Pupil Support Svcs	0											0
2200s Instr Staff Svcs	0											0
2300s General Administration	0											0
2400s School Administration	19,534											19,534
2500s Business Services	0											0
2600s Maint & Operations	0											0
2800s Central Services	0											0
Debt Service	0											0
Transfers Out	0											0
Total Expenditures	\$39,096	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,096

Net Income	\$(35,271)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$(35,271)
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Monument Academy

School Financials

General Fund

FY 23/24

July	August	September	October	November	December	January	February	March	April	May	June	Totals
Monument Academy Building Corp (52)												

	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Revenues													
Interest	6,306												6,306
Intercept	77,678												77,678
Transfers In	0												0
Total Revenues	\$83,984	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$83,984

Expenditures													
2300s General Administration	0												0
2400s School Administration	0												0
2500s Business Services	0												0
2600s Maint & Operations	0												0
2800s Central Services	0												0
Debt Service	0												0
Transfers Out	0												0
Total Expenditures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Net Income	\$ 83,984	\$ -	\$ -	\$ -	\$ -	\$0	\$0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83,984
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July	August	September	October	November	December	January	February	March	April	May	June	Totals
Monument Academy Foundation (53)												

	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Revenues													
Interest	5,311												5,311
Intercept	152,771												152,771
Transfers In	0												0
Total Revenues	\$158,082	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$158,082

Expenditures													
2300s General Administration	0												0
2400s School Administration	0												0
2500s Business Services	227												227
2600s Maint & Operations	0												0
2800s Central Services	0												0
Debt Service	0												0
Transfers Out	75,864												75,864
Total Expenditures	\$76,091	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$76,091

Net Income	\$ 81,991	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 81,991
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Monument Academy

School Financials

General Fund

FY 23/24

		July	August	September	October	November	December	January	February	March	April	May	June	Totals
		Monument Academy Student Activity Fund (23)												
Revenues														
Local		25,895												25,895
State		0												0
Transfers In		0												0
Total Revenues		\$25,895	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,895
Expenditures														
1000s	Instructional Programs	0												0
1700s	Special Education	0												0
1800s	Athletics/Co-curricular	877												877
2100s	Pupil Support Svcs	0												0
2200s	Instr Staff Svcs	0												0
2300s	General Administration	0												0
2400s	School Administration	0												0
2500s	Business Services	0												0
2600s	Maint & Operations	0												0
2800s	Central Services	0												0
	Transfers Out	0												0
Total Expenditures		\$877	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$877
Net Income		\$ 25,017	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,017

Monument Academy
Proposed Budget
Debt Amortization Schedule
FY 2023/24

Pymt Date	Charter Refunding Bonds - 2014			Charter Bonds - 2019			Totals		
	Principal	Interest	Balance	Principal	Interest	Balance	Principal	Interest	Balance
			14,265,000.00						14,265,000.00
4/1/2015		159,725.63	14,265,000.00					159,725.63	14,265,000.00
10/1/2015	215,000.00	281,868.75	14,050,000.00				215,000.00	281,868.75	14,050,000.00
4/1/2016		279,718.75	14,050,000.00					279,718.75	14,050,000.00
10/1/2016	370,000.00	279,718.75	13,680,000.00				370,000.00	279,718.75	13,680,000.00
4/1/2017		276,018.75	13,680,000.00					276,018.75	13,680,000.00
10/1/2017	380,000.00	276,018.75	13,300,000.00				380,000.00	276,018.75	13,300,000.00
4/1/2018		270,318.75	13,300,000.00					270,318.75	13,300,000.00
10/1/2018	390,000.00	270,318.75	12,910,000.00				390,000.00	270,318.75	12,910,000.00
4/1/2019		264,468.75	12,910,000.00			28,950,000.00		264,468.75	41,860,000.00
10/1/2019	400,000.00	264,468.75	12,510,000.00		572,517.26	28,950,000.00	400,000.00	836,986.01	41,460,000.00
4/1/2020		256,468.75	12,510,000.00		725,718.75	28,950,000.00	0.00	982,187.50	41,460,000.00
10/1/2020	415,000.00	256,468.75	12,095,000.00		725,718.75	28,950,000.00	415,000.00	982,187.50	41,045,000.00
4/1/2021		248,168.75	12,095,000.00		725,718.75	28,950,000.00	0.00	973,887.50	41,045,000.00
10/1/2021	435,000.00	248,168.75	11,660,000.00		725,718.75	28,950,000.00	435,000.00	973,887.50	40,610,000.00
4/1/2022		239,468.75	11,660,000.00		725,718.75	28,950,000.00	0.00	965,187.50	40,610,000.00
10/1/2022	450,000.00	239,468.75	11,210,000.00		725,718.75	28,950,000.00	450,000.00	965,187.50	40,160,000.00
4/1/2023		230,468.75	11,210,000.00	380,000.00	725,718.75	28,570,000.00	380,000.00	956,187.50	39,780,000.00
10/1/2023	470,000.00	230,468.75	10,740,000.00		714,250.00	28,570,000.00	470,000.00	944,718.75	39,310,000.00
4/1/2024		221,068.75	10,740,000.00	405,000.00	714,250.00	28,165,000.00	405,000.00	935,318.75	38,905,000.00
10/1/2024	490,000.00	221,068.75	10,250,000.00		704,125.00	28,165,000.00	490,000.00	925,193.75	38,415,000.00
4/1/2025		211,268.75	10,250,000.00	425,000.00	704,125.00	27,740,000.00	425,000.00	915,393.75	37,990,000.00
10/1/2025	505,000.00	211,268.75	9,745,000.00		693,509.00	27,740,000.00	505,000.00	904,777.75	37,485,000.00
4/1/2026		198,643.75	9,745,000.00	27,740,000.00	693,486.00	0.00	27,740,000.00	892,129.75	9,745,000.00
10/1/2026	530,000.00	198,643.75	9,215,000.00				530,000.00	198,643.75	9,215,000.00
4/1/2027		190,031.25	9,215,000.00				0.00	190,031.25	9,215,000.00
10/1/2027	550,000.00	190,031.25	8,665,000.00				550,000.00	190,031.25	8,665,000.00
4/1/2028		180,750.00	8,665,000.00				0.00	180,750.00	8,665,000.00
10/1/2028	570,000.00	180,750.00	8,095,000.00				570,000.00	180,750.00	8,095,000.00
4/1/2029		170,418.75	8,095,000.00				0.00	170,418.75	8,095,000.00
10/1/2029	590,000.00	170,418.75	7,505,000.00				590,000.00	170,418.75	7,505,000.00
4/1/2030		159,725.00	7,505,000.00				0.00	159,725.00	7,505,000.00
10/1/2030	610,000.00	159,725.00	6,895,000.00				610,000.00	159,725.00	6,895,000.00
4/1/2031		144,475.00	6,895,000.00				0.00	144,475.00	6,895,000.00
10/1/2031	640,000.00	144,475.00	6,255,000.00				640,000.00	144,475.00	6,255,000.00
4/1/2032		128,475.00	6,255,000.00				0.00	128,475.00	6,255,000.00
10/1/2032	675,000.00	128,475.00	5,580,000.00				675,000.00	128,475.00	5,580,000.00
4/1/2033		111,600.00	5,580,000.00				0.00	111,600.00	5,580,000.00
10/1/2033	705,000.00	111,600.00	4,875,000.00				705,000.00	111,600.00	4,875,000.00
4/1/2034		97,500.00	4,875,000.00				0.00	97,500.00	4,875,000.00
10/1/2034	735,000.00	97,500.00	4,140,000.00				735,000.00	97,500.00	4,140,000.00
4/1/2035		82,800.00	4,140,000.00				0.00	82,800.00	4,140,000.00
10/1/2035	765,000.00	82,800.00	3,375,000.00				765,000.00	82,800.00	3,375,000.00
4/1/2036		67,500.00	3,375,000.00				0.00	67,500.00	3,375,000.00
10/1/2036	795,000.00	67,500.00	2,580,000.00				795,000.00	67,500.00	2,580,000.00
4/1/2037		51,600.00	2,580,000.00				0.00	51,600.00	2,580,000.00
10/1/2037	825,000.00	51,600.00	1,755,000.00				825,000.00	51,600.00	1,755,000.00
4/1/2038		35,100.00	1,755,000.00				0.00	35,100.00	1,755,000.00
10/1/2038	860,000.00	35,100.00	895,000.00				860,000.00	35,100.00	895,000.00
4/1/2039		17,900.00	895,000.00				0.00	17,900.00	895,000.00
10/1/2039	895,000.00	17,900.00	0.00				895,000.00	17,900.00	0.00
Totals	\$14,265,000.00	\$8,709,506.88	\$22,974,506.88	\$28,950,000.00	\$9,876,293.51	\$38,826,293.51	\$43,215,000.00	\$18,585,800.39	\$61,800,800.39



Monument Academy

Board of Directors Governance and Policy

Policy Name:	Library Material Parental Review Policy
Policy Number:	KECL
Original Date:	
Reviewed:	
Approved	
Category:	School-Community-Home-Relation
Author:	Governance Committee
Approval:	MA Board of Directors

Purpose

This policy outlines a process for reviewing Monument Academy (MA) library/media center materials if a parent/legal guardian of a current MA student has an objection to or concern with the material's content. This includes all material found in the library/media center, digital books, classroom library collections and periodicals. This does not include curriculum or supplemental curriculum materials.

Staff Education

All staff shall receive education on this policy. The Executive Director shall be responsible for administering the staff education, and the Executive Director shall have full discretion to design and implement the content of the staff education. The Executive Director's administering of the staff education shall align and support the MA Board's resolutions and policies.

Procedures for Reviewing Material:

1. In the event a MA parent/legal guardian has a concern or objection to library/media center materials, they should fill out a "Review Form" found on the library page of MA's website. The librarian shall raise awareness of the Review Form to the parent community at the beginning of each academic year. The librarian shall collect Review Form submissions and present them to the Library Review Committee (LRC, as defined in this policy).
2. The material in question will be made unavailable to students (removed from the shelf or digitally blocked) while under review.

3. Any submissions will trigger a notification to the LRC providing time to review the material in preparation for the committee meeting.
4. The LRC will set the committee's meeting schedule annually based on Review Form submissions and other tasks.
5. The LRC will address the material at the next available meeting.
6. A parent/legal guardian may submit no more than three selections for review annually.
7. After submission has been reviewed by the LRC, the submitted material will not be reviewed by the LRC for a five-year period.

LRC Members:

1. Members of the Library Review Committee shall be comprised of the following:
 - i. Three parents/legal guardians of a current MA student. This shall not include a current board member. The parent members shall be appointed by the Executive Director after soliciting volunteers. Parent volunteers shall serve on the committee for a two-year term. Parent volunteers can serve multiple terms. The Executive Director is responsible for ensuring that the LRC meets membership requirements at the beginning of each academic year.
 - ii. The MA librarian.
 - iii. One teacher. An aligning teacher will serve the committee correlating to the grade-level of the material under review. For example, if the material is designated for the middle school reading level, then a middle school teacher will serve on the committee for that selection. Interested teachers at each school level can submit their interest to serve on the LRC to their principal. When a vote is called on a reviewed submission, the teacher position shall have one vote.
 - iv. An appointed admin member (dean, assistant principal, principal, or director of academics) chosen by the Executive Director. This person shall be appointed each academic year by the Executive Director. The appointed admin member shall serve as the committee chair but will not be a voting member of the committee.

Tasks of the LRC:

1. Set the meeting schedule of the committee.
2. Create and maintain the "Library/Media Materials Review Form" for parents/guardians.
3. Read the material under review in its entirety.
4. Utilize M.A.'s mission, vision, values, resolutions, policies, and educational philosophies as a guide to assess the material.
5. Meet to discuss their findings and make a final recommendation on the material by a motion and conducting a vote.
6. The LRC shall report to the board at a regular session on their recent activity. In so doing, the LRC shall be prepared to apprise the board of the following:

- i. The titles of the materials they have reviewed, and the outcome reached on each submission whether by unanimous consent or by a vote.
- ii. Submissions pending review by the LRC.
- iii. NOTE: Pursuant to CRS 22-32-110 (1, f.5, r) the Monument Academy Board reserves the right to exclude from each school and school library any books, magazines, papers, or other publications which, in the judgment of the board, are of immoral or pernicious nature.

Library/Media Center E-mail Notification System:

1. To maintain parental involvement with their child's library selections, the librarian shall implement a system that alerts parents of the selections that their child checks out/accesses. This system will include a notice on titles/selections that have undergone an LRC review process. This will allow the parent to be aware that the selection may contain content that others in the MA community have found to be objectionable.
2. Furthermore, a library-selection profile may be established by the parent for each child at the beginning of each school year. This system will allow parents to select parameters or restrict certain selections for their child when checking out books from the library. This system shall be publicized each academic year to the parent/guardian community and maintained by the librarian.

Legal References

CRS 22-32-110



Monument Academy

Board of Directors Governance and Policy

Policy Name:	Staff Conduct
Policy Number:	GBEB-MA
Original Date:	
Reviewed:	
Approved	
Category:	Personnel
Author:	Director of Human Resources/ED
Approval:	

All staff members, regardless of their position, have a responsibility to make themselves familiar with and to abide by federal and state laws as these affect their work, and the policies and regulations of the Monument Academy (School).

Monument Academy exists to educate all students in the journey of becoming well-rounded, flourishing individuals. Passion and engagement permeate our school community and instill a joy for life and learning. We value security, character, connections, growth, and excellence.

All staff members are responsible for modeling behaviors that advance the development of local, national, and global stewardship for students. In scholastic and athletic activities and in all written and oral communications, staff should exemplify appropriate adult professional behaviors. At no time may any staff member engage in behavior that may be deemed otherwise (including but not limited to profanity, inappropriate jokes or gestures, sexist or racist comments, and electronic harassment or cyberbullying). Staff members must maintain professional boundaries in accordance with this policy's accompanying regulation. Staff members are encouraged to support their colleagues in adhering to this expectation. Supervisory and administrative personnel are responsible for the maintenance and enforcement of this policy.

A supervisor notified of a staff member's inappropriate behavior must consult with personnel services to determine the appropriate course of action. Violations of the policy may result in disciplinary action up to and including termination.

Additional rules of conduct

Each staff member must observe rules of conduct established in law, which specify that a school employee must not:

1. Disclose or use confidential information acquired in the course of employment to substantially further personal financial interests.
2. Accept a gift of substantial value or substantial economic benefit tantamount to a gift of substantial value which would tend to improperly influence a reasonable person in the position to depart from the faithful and impartial discharge of the staff member's duties, or which the staff member knows or should know is primarily for the purpose of a reward for action taken.
3. Engage in a substantial financial transaction for private business purposes with a person whom the staff member supervises.
4. Perform an action which directly and substantially confers an economic benefit tantamount to a gift of substantial financial interest or is engaged as counsel, consultant, representative, or agent.

The phrase "economic benefit tantamount to a gift of substantial value" includes a loan at a rate of interest substantially lower than the prevailing commercial rate and compensation received for private services rendered at a rate substantially exceeding the fair market value.

All staff members are expected to carry out their assigned responsibilities with conscientious concern.

It is not considered a breach of conduct for a staff member to:

1. Use school facilities and equipment to communicate or correspond with constituents, family members or business associates on an occasional basis.
2. Accept or receive a benefit as an indirect consequence of transacting School business.

Essential to the success of ongoing school operations and the instructional program are the following specific responsibilities which must be required of all personnel:

1. Faithfulness and promptness in attendance at work.
2. Enforcement of policies of the Board and regulations of the school administration in regard to students.
3. Diligence in submitting required reports promptly at the times specified.
4. Care and protection of school property.
5. Concern and attention toward the safety and welfare of students.

Child abuse

All School employees who have reasonable cause to know or suspect that any child is subjected to abuse or to conditions that might result in abuse or neglect must immediately upon receiving such information report such fact in accordance with Board policy and state law.

The Executive Director is authorized to conduct an internal investigation or to take any other necessary steps if information is received from a county department of social services or a law enforcement agency that a suspected child abuse perpetrator is a school employee. Such information must remain confidential except that the Executive Director must notify the Colorado Department of Education of the child abuse investigation.

Felony/misdemeanor convictions

If, subsequent to beginning employment with the School, the School has good cause to believe that any staff member has been convicted of, pled *nolo contendere* to, or received a deferred or suspended sentence for felony or misdemeanor other than a misdemeanor traffic offense or infraction, the School must make inquiries to the Department of Education for purposes of screening the employee.

In addition, the School must require the employee to submit a complete set of fingerprints taken by a qualified law enforcement agency, an authorized School or BOCES employee, or any third party approved by the Colorado Bureau of Investigation. Fingerprints must be submitted within 20 days of receipt of written notification. The fingerprints must be forwarded to the Colorado Bureau of Investigation for the purpose of conducting a state and national fingerprint-based criminal history record check utilizing the records of the Colorado Bureau of Investigation and the Federal Bureau of Investigation. When the results of the fingerprint-based criminal history record check reveal a record of arrest without a disposition, the School must require the employee to submit to a name-based criminal history record check. Criminal history record information must be used solely for the purpose requested and cannot be disseminated outside the receiving departments, related agencies, or other authorized entities.

Disciplinary action, which could include dismissal from employment, may be taken against personnel if the results of fingerprint processing and/or name-based criminal history record check provide relevant information. Non-licensed employees must be terminated if the results of the

fingerprint-based or name-based criminal history record check disclose a conviction for certain felonies, as provided in law.

Unlawful behavior involving children

The School may make an inquiry with the Department of Education concerning whether any current employee of the School district has been convicted of, pled *nolo contendere* to, or received a deferred sentence or deferred prosecution for a felony or misdemeanor crime involving unlawful sexual behavior or unlawful behavior involving children. Disciplinary action, including termination, may be taken if the inquiry discloses information relevant to the employee's fitness for employment.

Notification concerning arrests

School employees must notify the School when they are arrested for specific criminal offenses, in accordance with this policy's accompanying regulation.

The School must notify students' parents/guardians when School employees are charged with specific criminal offenses, as required by state law and in accordance with applicable Board policy.

Personnel addressing health care treatment for behavior issues

School personnel are prohibited under state law from recommending or requiring the use of psychotropic drugs for students. They are also prohibited from testing or requiring testing for a student's behavior without giving notice to the parent/guardian describing the recommended testing and how any test results will be used and obtaining prior written permission from the student or from the student's parent/guardian. See the Board's policy concerning survey, assessment, analysis or evaluation of students. School personnel are encouraged to discuss concerns about a student's behavior with the parent/guardian and such discussions may include a suggestion that the parent/guardian speak with an appropriate health care professional regarding any behavior concerns school personnel may have.

Reference: [1530 Parent Notification of Alleged Criminal Conduct by a School Employee \(Oct 2018\)](#)

LEGAL REFS.:

28C.F.R. 50.12 (b) (notification requirements regarding fingerprints)

C.R.S. 18-12-105.5 (*unlawful carrying/possession of weapons on school grounds*)

C.R.S. 18-12-214 (3)(b) (*school security officers may carry concealed handgun pursuant to valid permit*)

C.R.S. 19-3-308 (5.7) (*child abuse reporting*)

C.R.S. 22-1-130 (*parent notification of employee criminal charges*)

C.R.S. 22-2-119.3 (6)(d) (*name-based criminal history record check – definition*)

C.R.S. 22-32-109 (1)(ee) (*duty to adopt policy prohibiting personnel from recommending certain drugs for students or ordering behavior tests without parent permission*)

C.R.S. 22-32-109 (1)(pp) (*annual employee notification requirement regarding federal student loan repayment programs and student loan forgiveness programs*)

C.R.S. 22-32-109.1 (8) (*policy requiring inquiries upon good cause to department of education for purpose of ongoing screening of employees*)

C.R.S. 22-32-109.7 (*duty to make inquiries prior to hiring*)

C.R.S. 22-32-109.8 (6) (*requirement to terminate non-licensed employees for certain felony offenses*)

C.R.S. 22-32-109.9 (*licensed personnel – submittal of fingerprints and name-based criminal history record check*)

C.R.S. 22-32-110 (1)(k) (*power to adopt conduct rules*)

C.R.S. 24-18-104 (*government employee rules of conduct*)

C.R.S. 24-18-109 (*local government employee rules of conduct*)

C.R.S. 24-18-110 (*voluntary disclosure*)

CROSS REFS.:

JLC, Student Health Services and Records

JLDAC, Screening/Testing of Students (And Treatment of Mental Disorders)

JLF, Reporting Child Abuse/Child Protection

1530 Parent Notification of Alleged Criminal Conduct by a School Employee (October, 2018)

KFA, Public Conduct on District Property



Monument Academy

Board of Directors Governance and Policy

Policy Name:	Staff Health
Policy Number:	GBGA-MA
Original Date:	
Reviewed:	
Approved	
Category:	Personnel
Author:	Dir of Human Resources/ExecDir
Approval:	

Under the following circumstances, the Board may require physical examinations of its employees or applicants for employment. Monument Academy (School) will pay for all such physical examinations. Results of such physical examinations must be maintained in separate medical files and not in the employee's personnel file and may be released only in limited circumstances.

Routine physical examinations

Subsequent to a conditional offer of employment and prior to commencement of work, the School may require an applicant to have a medical examination and to meet any other health requirements that may be imposed by the state. The School may condition an offer of employment on the results of such examination if all entering employees in the applicable job category are subject to such examination. A 30 day grace period may be allowed if approved by the School.

Special examinations

The Board recognizes that an individual's medical diagnosis is privileged information between the patient and medical professionals. However, whenever a staff member's medical condition is such that it interferes with the ability to perform required duties or there is an unacceptable risk to the health and safety of the employee or others, the School shall take necessary steps to evaluate the employee's condition and make appropriate employment decisions

The Board may request physical examinations and/or mental health examinations of any employee at any time to determine if the employee has a physical and/or mental condition, disease or illness which may interfere with the employee's ability to perform required duties or which may pose an unacceptable risk to the health, safety, or welfare of the employee or others. The School will select the medical professional to conduct such examination and will pay the costs associated with such examination.

When the employee cannot perform the essential functions of the job with reasonable accommodation, or medical evidence establishes that the employee's condition poses a significant risk to the health, safety or welfare of the employee or others, the School may suspend and/or terminate the employee in accordance with applicable policies and regulations and applicable law.

Readily-transmitted communicable diseases

An employee with an acute, common communicable disease must not report to work during the period of time when contagious/infectious. The School reserves the right to require a physician's statement prior to the employee's return to work.

An employee diagnosed with a serious, readily-transmissible disease or condition is encouraged to report the existence of the condition or illness in case there are precautions that must be taken to protect the health of others.

Confidentiality

In all instances, School personnel must respect the individual's right to privacy and treat any information regarding the medical condition or medical history of an employee or applicant as confidential information. The Executive Director must develop procedures to ensure that all medical information will be held in strict confidence. Any school staff member who violates confidentiality shall be subject to appropriate disciplinary measures.

LEGAL REFS.: 29 U.S.C. 794 (1983) (*Section 504 of the Rehabilitation Act*)

42 U.S.C. 12101 *et seq.* (*Americans with Disabilities Act*)

49 C.F.R. 391.43 (*medical examination requirements for commercial driver's license holders*)

C.R.S. 8-2-118 (*employer must bear cost of medical exam*)

C.R.S. 22-32-110 (1)(k) (*board's power to adopt policy related to safety, conduct and welfare of employees*)

C.R.S. 22-63-301 (*grounds for teacher dismissal*)

C.R.S. 24-34-401 *et seq.* (*discriminatory or unfair employment practices*)

C.R.S. 25-4-101 *et seq.* (*disease control and sanitary regulations*)

1 CCR 301-26, Rules 4204-R-5.00 (*regulations regarding operation of school transportation vehicles; medical exam requirements*)

CROSS REFS.:

EBBA, Prevention of Disease/Infection Transmission (Handling Body Fluids)

GBA, Open Hiring/Equal Employment Opportunity

GBJ, Personnel Records and Files

GCQF, Discipline, Suspension and Dismissal of Professional Staff (And Contract Nonrenewal)

GDQD, Discipline, Suspension and Dismissal of Support Staff



Monument Academy

Board of Directors Governance and Policy

Policy Name:	Staff Health
Policy Number:	GBGA-R-MA
Original Date:	
Reviewed:	
Approved	
Category:	Personnel
Author:	Dir of Human Resources/ExecDir
Approval:	

CROSS REFS.: GBGA-MA



Monument Academy

Board of Directors Governance and Policy

Policy Name:	Support Staff Recruiting/Hiring
Policy Number:	GDE/GDF
Original Date:	
Reviewed:	
Approved	
Category:	Personnel
Author:	Dir of Human Resources/ExecDir
Approval:	

The Board shall establish and budget for classified positions at Monument Academy (School) on the basis of need and the financial resources.

Recruiting

The recruitment and selection of candidates for these positions is the responsibility of the Executive Director or designee who must confer with principals and other supervisory personnel in making a selection.

All vacancies shall be made known to the present staff. Anyone qualified for a position may submit an application.

Background checks

Prior to hiring any person, in accordance with state law the district shall conduct background checks with the Colorado Department of Education and previous employers regarding the applicant's fitness for employment. In all cases where credit information or reports are used in the hiring process, the School must comply with the Fair Credit Reporting Act and applicable state law.

All applicants recommended for a position in the district must submit a set of fingerprints and information about felony or misdemeanor convictions as required by law. (This requirement shall not apply to any student currently enrolled in the School applying for a job.) Applicants may be conditionally employed prior to receiving the fingerprint results

Hiring

We do not discriminate based on race, color, religion, national origin, sex, age, disability, genetic information, or any other status protected by law or regulation. It is our intention that all qualified applicants are given equal opportunity and that selection decisions be based on job-related factors.

The Board will officially appoint all employees upon the Executive Director's recommendation; however, temporary appointments may be made pending Board action.

Upon the hiring of any employee, information required by federal and state child support laws will be timely forwarded by the School to the appropriate state agency.

LEGAL REFS.:

15 U.S.C. §1681 et seq. (*Fair Credit Reporting Act*)

42 U.S.C. §653 (a) (*Personal Responsibility and Work Opportunity Reconciliation Act*)

42 U.S.C. §2000ff et seq. (*Genetic Information Nondiscrimination Act of 2008*)

28 C.F.R. 50.12 (b) (*notification requirements regarding fingerprints*)

C.R.S. 2-4-401 (3.4) (*definition of gender expression*)

C.R.S. 2-4-401 (3.5) (*definition of gender identity*)

C.R.S. 2-4-401 (13.5) (*definition of sexual orientation, which includes transgender*)

C.R.S. 8-2-126 (*limits employers' use of consumer credit information*)

C.R.S. 8-2-131 (*employers prohibited from asking age-related questions on initial job applications*)

C.R.S. 13-80-103.9 (*liability for failure to perform an education employment required background check*)

C.R.S. 14-14-111.5 (*Child Support Enforcement procedures*)

C.R.S. 22-2-119 (*duty to make inquiries prior to hiring*)

C.R.S. 22-2-119.3 (6)(d) (*name-based criminal history record check – definition*)

C.R.S. 22-32-109 (1)(f) (*Board duty to employ personnel*)

C.R.S. 22-32-109 (1)(pp) (*annual employee notification requirement regarding federal student loan repayment programs and student loan forgiveness programs*)

C.R.S. 22-32-109.7 (*duty to make inquiries prior to hiring*)

C.R.S. 22-32-109.8 (*non-licensed personnel – submittal of fingerprints and name-based criminal history record check*)

C.R.S. 24-5-101 (*effect of criminal conviction on employment*)

C.R.S. 24-34-301 (3.3) (*definition of gender expression*)

C.R.S. 24-34-301 (3.5) (*definition of gender identity*)

C.R.S. 24-34-301 (7) (*definition of sexual orientation, which includes transgender*)

C.R.S. 24-34-402 (1) (*discriminatory and unfair employment practices*)

C.R.S. 24-34-402.3 (*discrimination based on pregnancy, childbirth or related conditions; notice of right to be free from such discrimination must be posted "in a conspicuous place" accessible to employees*)

3 C.C.R. 708-7:40.2 (*definition of age-based bona fide occupational qualifications*)

CROSS REFS.:

GBA, Open Hiring/Equal Employment Opportunity

GDA, Support Staff Positions



Monument Academy

Board of Directors Governance and Policy

Policy Name:	Support Staff Recruiting/Hiring
Policy Number:	GDE/GDF-R-MA
Original Date:	
Reviewed:	
Approved	
Category:	Personnel
Author:	Dir of Human Resources/ExecDir
Approval:	

Background checks

Prior to hiring and in accordance with state law, the personnel office shall:

1. Conduct a background check through the Colorado Department of Education (the department) to determine the applicant's fitness for employment.

The department's records shall indicate if the applicant has been convicted of, pled *nolo contendere* to or received a deferred sentence for a felony or misdemeanor crimes involving unlawful sexual behavior, unlawful behavior involving children or domestic violence. The department shall provide any available information to indicate whether the applicant has been dismissed by or resigned from a school district as a result of an allegation of unlawful behavior involving a child, including unlawful sexual behavior which was supported by a preponderance of evidence according to information provided to the department by a school district and confirmed by the department in accordance with state law. The department shall also provide information regarding whether the applicant's license or certification has ever been denied, suspended, revoked or annulled in any state, including but not limited to any information gained as a result of an inquiry to a national teacher information clearinghouse.

Information of this type that is learned from a different source shall be reported by Monument Academy (School) to the department.

The department will not disclose any information reported by the School unless and until the department confirms that the allegation resulted in the person's name being placed on the state central registry of child protection.

2. Contact previous employers of the applicant to obtain information or recommendations relevant to the applicant's fitness for employment.

Credit reports

The personnel office will not obtain a credit report on an applicant unless the office has first notified the individual in writing, in a document consisting solely of the notice, that the School would like to obtain a credit report and request the individual's written authorization to obtain the report. A credit report will only be requested when the applicant submits a written authorization.

The personnel office will not rely on a credit report in denying an application unless the office has first supplied the applicant with a disclosure that includes a copy of the credit report and a summary of the applicant's rights. If an application for employment is denied because of the credit report, the personnel office will give the applicant notice that the action has been taken, as well as:

1. the name, address and phone number of the credit bureau supplying the report;

2. a statement that the credit bureau was not involved in the decision to deny the application; and
3. a notice of the applicant's right to dispute the information in the report.

Fingerprinting

1. All applicants selected for employment in a support staff position must submit a complete set of fingerprints taken by a qualified law enforcement agency, an authorized School employee, or any third party approved by the Colorado Bureau of Investigation.
2. Applicants selected for employment must also submit a notarized, completed form as required by state law. On the form the applicant must certify either that he or she has never been convicted of a felony or misdemeanor charge, not including any misdemeanor traffic offense, or that he or she has been convicted of a felony or misdemeanor charge (not including any misdemeanor traffic offense). The form must specify the felony or misdemeanor, the date of conviction and the court entering judgment.
3. The School will release the fingerprints to the Colorado Bureau of Investigation for the purpose of conducting a state and national fingerprint-based criminal history record check utilizing the records of the Colorado Bureau of Investigation and the Federal Bureau of Investigation. When the results of the fingerprint-based criminal history record check reveal a record of arrest without a disposition, the district shall require the employee to submit to a name-based criminal history record check.
4. Although an applicant may be conditionally employed prior to receiving the results, he or she may be terminated if the results are inconsistent with the information provided on the form. In accordance with state law, the employee or applicant shall be terminated or disqualified from district employment if the results disclose a conviction for any of the following offenses:
 - a. felony child abuse, as described in C.R.S. 18-6-401;
 - b. a crime of violence, as defined in C.R.S. 18-1.3-406 (2);
 - c. a felony involving unlawful sexual behavior, as defined in C.R.S. 16-22-102 (9);
 - d. felony domestic violence, as defined in C.R.S. 18-6-800.3;
 - e. a felony drug offense, as described in C.R.S. 18-18-401 *et seq.*, committed on or after August 25, 2012;
 - f. felony indecent exposure, as described in C.R.S. 18-7-302;
 - g. attempt, solicitation or conspiracy to commit any of the offenses described in items a-f; or
 - h. an offense committed outside of this state, which if committed in this state would constitute an offense described in items a-g.

The School shall notify the School attorney of inconsistent results for action or possible prosecution.

5. The School will charge the applicant a nonrefundable fee to be determined by the Board to cover the direct and indirect costs of fingerprint processing.

Information report to state

1. In accordance with federal and state law, the personnel office will report the name, address and social security number of every new employee to Colorado State Directory of New Hires, P.O. Box 2920, Denver, Colorado 80201-2920.
2. This report, due within 20 days of the date of the hire or on the first payroll after the 20 days have expired, shall be submitted even if the employee quits or is terminated before the report is due. Upon termination, the employee's last known address, the fact of the termination, and the name and address of the employee's new employer, if known, shall be reported to the applicable court or agency.
3. Upon receiving a Notice of Wage assignment, the district shall remit the designated payment within seven days of withholding the income according to instructions contained in the Notice. Child support withholding takes priority over other legal actions against the same wages.

Suggested verbiage addition to the 24-25 MA Staff Handbook

This verbiage would be added to the “Classroom Environment Section” of the current handbook. You can review the current handbook by clicking here: [Staff Handbook](#)

Any substantive classroom displays and decorations, including without limitation any banners, posters, pictures, symbols, iconography, or depictions, must have a connection to the curriculum or content of the coursework being taught in the classroom, unless approved by an administrator. If a teacher plans to display any materials or items that have the potential to be divisive or controversial, for example any displays of a political or religious nature, must not only have a curricular purpose, but must also be balanced and be approved by an administrator in advance.