

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL  
BOARD OF DIRECTORS MEETING – VIRTUAL  
TUESDAY, JANUARY 19, 2021 – 6:00 P.M.**

**Board Members Present:** Jean Melancon, Jess Goff, Alyssa Schwartz, Julaine Roffers-Agarwal, Carolyn Ganz, Maisah Outlaw

- o *Sarah Stocco was not able to complete the required trainings prior to her first year on the CMES Board of Directors. She will not vote in the January 2021, Board meeting and will be reinstated to the Board once she completes her requirements.*

**Board Members Absent:** Marcus Almon

**Other Attendees:** Sarah Stocco, Chris Bewell, Joe Aliperto (Dieci Finance), Peter Dahl, Aaliyah Hodge (UST), Katie Keller Wood, Jane Reilly (6:20)

**Meeting called to order by Jean Melancon, Board Chair, at 6:04 pm.**

**AGENDA**

**Public Comment Period:** Comments limited to 3 minutes per person.

Peter Dahl joined us again. He is a parent of Evan in Pond. Interested in listening for expansion plans.

Aaliyah Hodge is joining us also to learn more about Montessori as we start discussing possible expansion.

Katie Keller Wood is a guest speaker from Cincinnati Montessori Secondary Teacher Education Program

**Consent Agenda**

- Draft of December meeting minutes
- CMES 2019-2020 Annual Report

**MAISAH MADE A MOTION TO ACCEPT THE CONSENT AGENDA. CAROLYN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:**

| Board Member | Aye | Nay |
|--------------|-----|-----|
| Almon        | A   |     |
| Ganz         | x   |     |
| Goff         | x   |     |
| Melancon     | x   |     |

|                     |   |  |
|---------------------|---|--|
| Roffers-<br>Agarwal | x |  |
| Outlaw              | x |  |

**Approval of Agenda & Declaration of Conflict of Interest**

**JULAINE MADE A MOTION TO APPROVE THE EVENING’S AGENDA. CAROLYN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY.**

| Board Member        | Aye | Nay |
|---------------------|-----|-----|
| Almon               | A   |     |
| Ganz                | x   |     |
| Goff                | x   |     |
| Melancon            | x   |     |
| Roffers-<br>Agarwal | x   |     |
| Outlaw              | x   |     |

Jean asked whether, given the approved agenda, there were any conflicts of interest. None were disclosed.

**Board Education - Katie Keller Wood**

Katie Keller Wood joined us as a guest speaker to talk about expansion to an adolescent program. She knows Alyssa from MACTE. She showed an AMS video about adolescent programs - identity affirming, vision of valorization, change agents, independence and interdependence. The board discussed and asked questions.

**Head of School Report - Alyssa Schwartz**

- Screenagers movie available – in collaboration with 5 other Montessori schools - available until January 28<sup>th</sup> – documentary about growing up in digital age- welcome to watch and then discuss on 2/4 – ask Alyssa if don’t have link
- Stone soup update – annual event – This year we will be making a cookbook. On January 30<sup>th</sup> we will watch the Lorax movie together, hot chocolate, and sing.
- Distance Learning Update
  - o SPPS Feb 1<sup>st</sup> starting return, Minneapolis February 8<sup>th</sup>, informal survey of local charters - 5 are moving to hybrid, 1 to in person, 11 staying distance
  - o Surveying families and staff is in process
  - o Vaccinations announcement – CMES allotted 2 vaccines – Alyssa got to chose 2 people to get appointments – hoping this is the beginning of the process - hypothetically all staff should get appointments by March

**Treasurer’s Report – Joe Aliperto**

- See reports
- Donations: We received several donations totaling \$5225.50 from Mighty Cause, Molly O’Shaughnessy, and Give to the Max

**CAROLYN MADE A MOTION TO APPROVE THE DONATIONS TOTALLING \$5225.50. JULAINE SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION WAS APPROVED. THE VOTES WERE:**

| Board Member        | Aye | Nay |
|---------------------|-----|-----|
| Almon               | A   |     |
| Ganz                | x   |     |
| Goff                | x   |     |
| Melancon            | x   |     |
| Roffers-<br>Agarwal | x   |     |
| Outlaw              | x   |     |

- Financial Reports from December
- 135 enrolled, 135 ADM budgeted and what state is currently paying us at 135
- Strong healthy cash and fund balance (\$641,948).
- PPP loan has been forgiven
- Revenue where we want it given 10% holdback by the state
- Recently awarded additional CARES money - \$88,000 – to be used to offset costs from COVID – can spend through Sept 30, 2023
- Looking at ending year at 36% fund balance – higher than the recommended 20% - might want to talk about that in the future to see if we want to spend down
- Everything in line with where we would anticipate – budgeting conservatively was a good move

**JULAINE MADE A MOTION TO ACCEPT THE DECEMBER FINANCIAL STATEMENTS. JESS SECONDED THE MOTION. THERE WAS SOME DISCUSSION OF FDIC LIMITS. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:**

| Board Member        | Aye | Nay |
|---------------------|-----|-----|
| Almon               | A   |     |
| Ganz                | x   |     |
| Goff                | x   |     |
| Melancon            | x   |     |
| Roffers-<br>Agarwal | x   |     |
| Outlaw              | x   |     |

- There is a recommendation to transfer up to \$300,000 from Sunrise Bank to Northeast Bank to keep our Sunrise balance within the limit for FDIC insured funds.

**JEAN MADE A MOTION TO APPROVE A TRANSFER OF UP TO \$300,000 TO NORTHEAST BANK. MAISAH SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:**

| Board Member        | Aye | Nay |
|---------------------|-----|-----|
| Almon               | A   |     |
| Ganz                | x   |     |
| Goff                | x   |     |
| Melancon            | x   |     |
| Roffers-<br>Agarwal | x   |     |
| Outlaw              | x   |     |

- A staff member has requested a scholarship for the elementary training course. The Finance Committee reviewed and is requesting that the Governance Committee review and develop any necessary policy, including contacting former board members for input to see what might have been done in the past for scholarships.

**Director of Business Operations – Chris Bewell**

- Chris discussed expanding the open enrollment period
  - Charter school fair – virtual this year, March 20<sup>th</sup> – later than typical. Because of this and other factors, she recommends extending the enrollment period.

**JULAINÉ MADE A MOTION THAT FOR THIS YEAR CMES CONDUCT ENROLLMENT FEBRUARY 1<sup>ST</sup> THROUGH MARCH 31<sup>ST</sup> AND HOLD THE LOTTERY APRIL 12. CAROLYN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY.**

| Board Member        | Aye | Nay |
|---------------------|-----|-----|
| Almon               | A   |     |
| Ganz                | x   |     |
| Goff                | x   |     |
| Melancon            | x   |     |
| Roffers-<br>Agarwal | x   |     |
| Outlaw              | x   |     |

- NEW WEBSITE – some training time left, new features that would be really good to use

**Governance Committee – Julaine Roffers- Agarwal**

-Expansion Feasibility Task Force Charge – asking for approval to proceed with the formation of this task force.

**JULAINÉ MADE A MOTION TO APPROVE THE EXPANSION FEASIBILITY TASK FORCE CHARGE. CAROLYN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION WAS APPROVED UNANIMOUSLY. THE VOTES WERE:**

| Board Member        | Aye | Nay |
|---------------------|-----|-----|
| Almon               | A   |     |
| Ganz                | x   |     |
| Goff                | x   |     |
| Melancon            | x   |     |
| Roffers-<br>Agarwal | x   |     |
| Outlaw              | x   |     |

**Board Chair Report – Jean Melancon**

- PAGE Amendment – in the works at the Legislature
- In conversation with MCM about alternate locations – looking at Boys and Girls Club, MCM Board Chair has connections with their administrative level, Molly O’Shaughnessy is in the process of contacting her Hmong Church connection.
- Goings-on on the East side?

**Suggested Agenda Items for Next Board Meeting**

- Update from Marketing Task Force
- MCM Interface – near campus space availability, etc.
- Guest speaker – Ben Moudry, Lake Country HOS
- Begin board election process
- Begin board self-evaluation process
- Input for quarterly newsletter – Friends of the School

**Adjourn**

What went well?

- Lots of positive comments about the board education session with Katie.

**CAROLYN MADE A MOTION TO ADJOURN THE MEETING AT 7:40 PM. JESS SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:**

| Board Member        | Aye | Nay |
|---------------------|-----|-----|
| Almon               | A   |     |
| Ganz                | x   |     |
| Goff                | x   |     |
| Melancon            | x   |     |
| Roffers-<br>Agarwal | x   |     |
| Outlaw              | x   |     |

***The next CMES Board Meeting is Tuesday, February 16<sup>th</sup>, 2021 at 6 p.m.***

***Respectfully Submitted by Jess Goff, CMES Secretary***