

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL  
BOARD OF DIRECTORS MEETING  
TUESDAY, JUNE 11, 2019 – 6:00 P.M.**

**Board Members Present:** Jean Melancon, Jess Goff, Alyssa Schwartz, Julaine Roffers-Agarwal, Maisah Outlaw, Robyn Ingber, Amanda Cina (6:35)

**Board Members Absent:** Lorelee DiLorenzo

**Other Attendees:** Sandy Schmidt

**Meeting called to order by Jean Melancon, Board Chair, at 6:15 pm.**

**AGENDA**

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

No public comments were offered.

**Consent Agenda**

- a. May Meeting Minutes (edited for misspellings and slight errors)
- b. Annual Meeting Minutes
- c. Policy number 516

**MAISAH MADE A MOTION TO ACCEPT THE CONSENT AGENDA ITEMS AS DISCUSSED. ROBYN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. THE MOTION PASSED UNANIMOUSLY.**

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

**JESS MADE A MOTION TO APPROVE THE EVENING'S AGENDA. JULAINE SECONDED THE MOTION. DISCUSSION WAS TO ADD ONE AGENDA ITEM: ACCEPTANCE OF THE STAFF ROSTER. THE MOTION PASSED UNANIMOUSLY.**

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

**Treasurer's Report – Robyn Ingber**

- See report.
- Donations for the month of May: \$3,873.25, which included \$2500 from a private donor, \$15 from boxtops, \$41.81 from Amazon Smile, \$1000 from MACS, \$136.44 from Campfire to pay for field trip busing, \$180 from the Ordway to pay for field trip busing.

**ROBYN MADE A MOTION TO ACCEPT MAY DONATIONS OF \$3,873.25. MAISAH SECONDED THE MOTION. THERE WAS NO DISCUSSION. MOTION PASSED UNANIMOUSLY.**

- T-shirts sales went well. There were profits that the Finance Committee recommends be committed in the budget to specific work.

**ROBYN MADE A MOTION TO COMMIT THE \$5100 TOTAL FROM T-SHIRT SALES AND DONATIONS TO EQUITY IN EDUCATION WORK. JULAINE SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY.**

- We are budgeted at 141 ADM, which is our current ADM. MDE is currently paying Cornerstone at 140.

**ROBYN MADE A MOTION TO ACCEPT THE APRIL FINANCIAL STATEMENTS. MAISAH SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY.**

#### **Head of School Report – Alyssa Schwartz**

- See report.
- The charter contract with UST is almost complete. Alyssa is finalizing the tools we will use for academic indicators.

**JULAINE MADE A MOTION TO ACCEPT THE CHARTER CONTRACT WITH THE UNIVERSITY OF SAINT THOMAS, PENDING FINAL DECISIONS ABOUT ACADEMIC INDICATORS AND TO AUHORIZE ALYSSA TO MAKE FINAL DECISIONS REGARDING THESE INDICATORS. MAISAH SECONDED THE MOTIONS. THERE WAS NO DISCUSSION. BOTH MOTIONS PASSED UNANIMOUSLY.**

- Staff roster – There are still a couple positions open for SPED paraprofessionals and we are finalizing our second SPED teacher position.

**JULAINE MADE A MOTION TO APPROVE THE STAFF ROSTER AS LISTED. ROBYN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY.**

- Alyssa discussed Parent Survey results. Overall, families are very pleased, and the expected concerns about involvement and communication are already being addressed with changes for next year.
- Messages from Chris (Director of Business Operations, who isn't present today)
  - o Board members need to share training hours with Chris by July 1<sup>st</sup>.
  - o We will need to sign conflict of interest statement for auditors next meeting.

#### **Board Chair Report – Jean Melancon**

- See report

- Community Sharing
  - o ESABA event and website
  - o UST event to connect about other school they authorize
- Working on creating board calendar for next year

### **Board Work Session – Strategic Plan - Julaine Roffers-Agarwal**

- Discussed strategic plan draft, both overall concepts and word-smithing. The work so far is impressive. The goal is to have a draft for approval at the August meeting.

### **Board Work Session – Mission and Vision – Jean Melancon**

- Discussed current mission and vision and desired changes
- Homework: due by July 10 – What are your three most important elements about Montessori education?

### **Governance Committee –Julaine Roffers-Agarwal**

- Goodbyes to our departing board members, Robyn Ingber and Amanda Cina. We thank them so much for all their hard work!

### **Summer Meeting Schedule**

No meeting in July

Moved August meeting to August 13

### **Suggested Agenda Items for Next Board Meeting**

- First meeting for new board members
- Draft of Strategic Plan to be approved
- Committee recaps, preliminary goals for upcoming year
- Committee meeting schedules

### **Adjourn**

**AMANDA MADE A MOTION TO ADJOURN THE MEETING AT 8:02 PM. ROBYN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY.**

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

***The next CMES Board Meeting is Tuesday, August 13, 2019 at 6 p.m.***