

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL – BOARD OF DIRECTORS MEETING  
TUESDAY JANUARY 17, 2017 – 6:00 P.M.**

**Board Members Present:** Liz Coenen, Melissa Santrach, Liesl Taylor, Julie Richards, Jess Goff, Andrea Galdames

**Board Members Absent:** Amanda Cina

**Other Attendees:** Chris Bewell

**Meeting Called to Order by Liz Coenen, Board Chair, at 6:11 pm.**

**AGENDA**

**Public Comment Period:** No public comments were offered.

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

- Liz asked if there were any additions or changes to the agenda;

**ANDREA MADE A MOTION TO APPROVE THE EVENING’S AGENDA; MELISSA SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- Based on the approved agenda, Liz asked if anyone had any conflicts of interest with the evening’s agenda. None were disclosed.

**Acceptance of Minutes from 12.13.16 Board Meeting**

- Liz asked if anyone had changes to the December meeting minutes; Melissa noted that Liesl was listed as present and absent for the meeting, but in fact she had been absent. The correction was noted.

**MELISSA MADE A MOTION TO ACCEPT THE MINUTES FROM THE DECEMBER 2016 MEETING WITH CHANGES; ANDREA SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

**Governance- Liz Coenen:**

- Nothing to add from December

**Treasurer’s Report – Melissa Santrach**

Looking through December financials (50% through year), basically all is good, though our budgeted ADM is 135 and our current ADM (as of 12/31) is 132.8. This is not a great concern because of good financial management on the part of Chris, Sandy, and the whole team. Dr. Speiker noted that we update and include this number in regular financial reports and that was good practice.

**MELISSA MADE A MOTION TO ACCEPT THE DECEMBER, 2016 FINANCIAL STATEMENTS; ANDREA SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

Donations from Give to the Max Day totaled \$5,517.

**MELISSA MADE A MOTION TO ACCEPT THE DONATIONS. JULIE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

Mid-year budget revision is typical in order to take into consideration changes in income and reality versus projections. Sandy, Chris, and Liesl went through the budget to revise it based on the lower ADM (132.8 rather than budgeted 135). Lower ADM affects general education funds and lease aid. However, we also have some additional funds from a grant and from e-rate monies. We have an increase in students receiving SPED services. We also have changed the way we were looking at the money we contribute to food services. Overall, we have a net income of \$18,686.45.

**MELISSA MADE A MOTION TO ACCEPT THE REVISED BUDGET FOR FISCAL YEAR 17 WITH TOTAL OPERATING REVENUES OF \$1,748,691.70 AND TOTAL OPERATING EXPENDITURES OF \$1,729,823.25 WITH A NET INCOME OF \$18,868.45. JULIE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

We looked over the 990 form that was prepared for us.

**MELISSA MADE A MOTION TO ACCEPT IRS FORM 990; ANDREA SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY**

**Board Chair Report – Liz Coenen**

- Liz is meeting tomorrow with MCM staff to further discuss meeting administrative needs. Hopefully, there will be some concrete plans after the meeting to meet the current needs and allow space to strategically meet the needs in the future as both organizations grow.
- Liz attended the VOA training on January 13 and had a great experience. She said that it was time well spent. There were many other charter schools in attendance.

**Head of School Report – Liesl Taylor**

- Liesl shared her report. Lots going on of course! Our population that receives SPED services is going up and we are outsourcing some of our due process paperwork. There is lots of conversation about what our services need to look like.
- Events: Stone Soup is coming up on Saturday. There was an upper elementary Transition Meeting last week to talk about middle school. There is another Elementary Session this week.
- Liesl spoke at the NAMTA conference and it went really really well. She will be turning her talk into a paper for the NAMTA journal.

**Director of Business Operations – Chris Bewell**

- Chris discussed enrollment for next year. There will be 23 kindergarteners (all siblings!). We aren't accepting children at any other grade at this point, though there are children on the waiting list for other grades. We will look at this on an ongoing basis.
- Cornerstone will be going to the Charter School Fair on Saturday, January 21<sup>st</sup>.
- Goal is to have website up and running in the next two weeks.

**Ongoing Board Training Session**

- Board Recruitment: Melissa led us in a conversation about Board Recruitment.

**Adjourn**

**ANDREA MADE A MOTION TO ADJOURN THE MEETING AT 8:09 PM; MELISSA SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

***Respectfully Submitted by Jessica Goff, CMES Board Member***

***Next meeting is February 21, 2017 at 6 p.m.***