

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL
BOARD OF DIRECTORS MEETING – VIRTUAL
TUESDAY, APRIL 27, 2021 – 6:00 P.M.
(RESCHEDULED FROM APRIL 20TH, 2021)**

Board Members Present: Jean Melancon, Jess Goff, Alyssa Schwartz, Julaine Roffers-Agarwal, Carolyn Ganz, Maisah Outlaw, Sarah Stocco, Marcus Almon

Board Members Absent:

Other Attendees: Chris Bewell

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

AGENDA

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

Consent Agenda

- Draft Previous Meeting Minutes
- Annual Designation of an Identified Official with Authority (IOwA)
 - o Annual requirement for board to designate an “Official with Authority” at CMES to have authority to access state Management Systems.
 - o The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local education agency that uses the Education Identity Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local education agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user’s assigned job duties, and will revoke that user’s access when it is no longer needed to perform their job duties.

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	x	
Ganz	x	
Goff	x	
Melancon	x	
Roffers-Agarwal	x	
Outlaw	x	
Stocco	x	

Approval of Agenda & Declaration of Conflict of Interest

Agenda was revised because of date change. Joe from Dieci Finance is not available so there will be no board education this month.

JULAINIE MADE A MOTION TO APPROVE THE EVENING'S AGENDA. JESS SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY.

Board Member	Aye	Nay
Almon	x	
Ganz	x	
Goff	x	
Melancon	x	
Roffers-Agarwal	x	
Outlaw	x	
Stocco	x	

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

Head of School Report – Alyssa Schwartz

- 2+ weeks into in-person learning, been going smoothly
- Children in distance learning are invited for lunch and recess whenever they want
- Finishing out reviews for staff, operations as normal
- Lots of children coming in the fall
- Parent Partnership event was nice last night – musician!
- MCM board approved outdoor improvement plan pending funding – elementary updates – storage in the yard, hammocks, outdoor seating, water source, etc – very exciting
- No update yet on funding for summer programming which is frustrating. Plan is for Alyssa and Chris to work on planning for this.

Director of Business Operations – Chris

- Enrollment update: 20 enrollment acceptance letters for K, several for 1-4th grades and waitlist – so some spots can be offered later if people decline. Intention to be back up to 140-142 enrollment number for the fall. Several families are applying from out of state that are moving back to MN, which is an interesting development – CA, VT, TX.
- Electronic signature of Lease Aid Certification Form will be coming to board members from Chris. This might seem soon, but it was delayed before – generally done around May.
- Lease Aid application was accepted.

Treasurer's Report – Jean

- Joe Aliperto was unable to join us tonight.
- Overall, financials are tracking well.
- Currently, we are at ADM 133, and budgeted at 135. The state is paying us at 135.
-

CAROLYN MADE A MOTION TO ACCEPT THE MARCH FINANCIAL STATEMENTS. MARCUS SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

Board Member	Aye	Nay
Almon	x	
Ganz	x	
Goff	x	
Melancon	x	
Roffers-Agarwal	x	
Outlaw	x	
Stocco	x	

- Donations: We received two personal check donations - one for \$500, one for \$1400 for a total of \$1900.

MAISAH MADE A MOTION TO APPROVE THE DONATIONS TALLING \$1900. MARCUS SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION WAS APPROVED. THE VOTES WERE:

Board Member	Aye	Nay
Almon	x	
Ganz	x	
Goff	x	
Melancon	x	

Roffers-Agarwal	x	
Outlaw	x	
Stocco	x	

- Because of high balance, Joe recommends we transfer money from Sunrise to Northeast Bank.

JULAINIE MADE A MOTION TO TRANSFER \$150,000 FROM THE SUNRISE SAVINGS ACCOUNT TO NORTHEAST BANK. MARCUS SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. VOTES WERE:

Board Member	Aye	Nay
Almon	x	
Ganz	x	
Goff	x	
Melancon	x	
Roffers-Agarwal	x	
Outlaw	x	
Stocco	x	

Preliminary Budget

- If Joe here, we would go through the whole budget
- He prepared bulleted list of major changes in next year's budgets
- Basically nothing is a net loss or gain – new money is coming in and we are spending it
- Several people submitted financial related questions that Joe was to address at the April meeting – but we will postpone and do this board education later – Julaine will continue to add questions to list
- Proposed Motion that the board approves total wages of up to \$1,220,000 for 21/22 so that Alyssa can move forward with staff contracts.

CAROLYN MADE A MOTION TO APPROVE A 2% INCREASE IN OVERALL STAFF WAGES AND TO GRANT ALYSSA AUTHORITY TO DISTRIBUTE THE INCREASE EQUALLY TO ALL STAFF MEMBERS. MAISAH SECONDED THE MOTION. THERE WAS MUCH DISCUSSION OF WHAT IS MOST EQUITABLE - % VS \$ AND HOW THIS WILL PLAY OUT. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

Board Member	Aye	Nay
Almon	x	
Ganz	x	
Goff	x	

Melancon	x	
Roffers-Agarwal	x	
Outlaw	x	
Stocco	x	

Jean made a note to address compensation of staff in general in the future.

Expansion Feasibility Task Force Update – Jean

- The board is continuing to move ahead with exploring possibilities.
- Considering and integrating analysis raised by Matt Howell, Oak Hill Treasurer
- Meeting with church rep about when decision is needed
- Jr. High (Adolescent) Task Force will need to be formed to explore financial feasibility

Equity Task Force Update – Maisah

- Have been meeting
- Next meetings: 5/10 6-7pm, 5/27 4-5pm, 6/3 4-5pm.
- Task force recommendation to come to Board Meeting in June

Governance Committee –Julaine

- Board elections coming up.

JULAINÉ MADE A MOTION TO ACCEPT THE SLATE OF CANDIDATES FOR BOARD ELECTION, RUNNING FOR THEIR SECOND TERMS – MAISAH OUTLAW, COMMUNITY MEMBER; JULAINÉ ROFFERS-AGARWAL, PARENT MEMBER – FOR BOARD ELECTION MAY 18TH, 2021. CAROLYN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

Board Member	Aye	Nay
Almon	x	
Ganz	x	
Goff	x	
Melancon	x	
Roffers-Agarwal	x	
Outlaw	x	
Stocco	x	

- We do a regular review of bylaws to update statute numbers, etc. All changes with bylaws at this point are statute numbers.

JULAINÉ MADE A MOTION TO APPROVE BOARD BYLAWS CHANGES AS NOTED. MAISAH SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

Board Member	Aye	Nay
Almon	x	
Ganz	x	
Goff	x	
Melancon	x	
Roffers-Agarwal	x	
Outlaw	x	
Stocco	x	

Board Chair Report – Jean Melancon

- Meeting weekly with MCM board chair – updating the MOU – more info next meeting
- Searching for active head of school. There was a job description posted. Nine candidates applied and some were interviewing. The board has extended an offer. There will be a community announcement if offer accepted.
- Involvement with East Side – Family Values for Life – focus on single mothers – event – asked for contributions, etc – Sarah and Jean are volunteering, contact Sarah for more info if interested
- Events on east side
 - o Bruce Vento – Wakan Tipi Center – construction starting in Fall 2021, opening in 2022.
 - o Solar cooperative – Cooperative Energy Futures

Suggested Agenda Items for Next Board Meeting

- Annual meeting – 5:30
 - o Announce board election results
 - o State of the school presentation
 - o Regular board meeting – 6pm
- Review next year’s budget, approve in May/June
- Equity Task Force recommendation for consultant
- Board Education – financial terminology

Adjourn

What went well?

- Board elections note
- Thank you for postponing

MARCUS MADE A MOTION TO ADJOURN THE MEETING AT 7:03 PM. JULAINE SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

Board Member	Aye	Nay
Almon	x	
Ganz	x	
Goff	x	
Melancon	x	
Roffers-Agarwal	x	
Outlaw	x	
Stocco	x	

The CMES Annual Meeting is Tuesday, May 18th, 2021 at 5:30 pm.

The next CMES Board Meeting is Tuesday, May 18th, 2021 at 6 p.m.

Respectfully Submitted by Jess Goff, CMES Secretary