

Cornerstone Montessori Elementary School

Governance Committee Meeting Minutes

Tuesday, May 25, 2021, 5:30 p.m. (Online)

Members: Chris Bewell, Jean Melancon, Maisah Outlaw, Julaine Roffers-Agarwal (Chair)

AGENDA

- 1) Call Meeting to Order 5:35pm
- 2) Public Comment Period – Comments limited to 3 minutes per person
- 3) Goals for today's meeting:
 - a) Review policy progress
 - i) Policies to review:
 - (1) Policy 524 Internet Acceptable Use- Julaine incorporated Alyssa's comments, review and send to Board for approval. We also need to draft an Employee agreement to include in the Employee Handbook before fall.
 - (2) Need to review Education Bill from just adjourned MN legislature to ensure that we are in compliance (see link [here](#)); monitor over the next several months and address as necessary
 - (3) For long-term future planning: What policies would need to be put in place for Jr High?
 - (4) Draft a Closed Meeting Policy- Chris will look at what other schools have in place already
 - b) Bylaws update
 - i) Changes to allow for Board and committee members to join meetings via electronic means [slight changes, will send updated version to Board to approve at June meeting.](#)
 - c) Summarize Board Self-Evaluation results to present to Board [Had all experienced board members so started as a cohesive unit; supported the HOS as a unit for the year; trusted the HOS to make decisions for extra spending for the year due to COVID; financial responsible; support advancing the strategic plan, especially wrt equity and expansion. More tangible goals can be evaluated at the beginning of 2021-22 to ensure that we are tackling them.](#)
- 4) Education (orientation, ongoing education, etc.)
 - a) Education for next board meeting- Potentially Sunny Hollow Jr High teacher [have been difficult to contact. As an alternative, Jean has contact with East Side Realtor who has expertise in East Side demographics.](#)
 - b) Any additions to list of future board level education topics
 - i) Nancy Dana- governance training
 - ii) Understanding the budget
 - iii) Understand the academic goals and how to support them
 - iv) Paris Dunning (ESABA Executive Director)
 - v) Sarah Plumb (Jr High teacher from Oak Hill)
 - vi) Sunny Hollow Jr High teacher (hoping for presentation in June- update?)
 - vii) Visit to St Croix Montessori to visit Jr High site or operating Jr High site (Oak Hill, Lake Country, Sunny Hollow, maybe Parkway)
 - viii) Presentation by auditor with financial topics
 - ix) Presentation about elected officials for the area- who represents us in the area at different levels, who we contact for what
 - x) Presentation and discussion of who CMES families are (number of homeless, travel times to CMES, location, demographics, etc)
 - xi) Presentation by specialty teachers so the board understands what value they add to the students (ELL, literacy, math, and behavior specialists) and the efforts to increase testing scores
 - xii) [Follow up review to page 2 terms for Financial Statements after they are distributed for a month or two.](#)

- 5) Next Meeting
 - a) Tuesday June 22, 2021 at 5:30 pm (online unless emergency rules change)
- 6) Any other business
- 7) Adjourn 6:20 pm