

Cornerstone Montessori Elementary School

Governance Committee Meeting Minutes (minutes in orange)

Tuesday, April 23, 2019, 5:30 p.m.

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

AGENDA

- 1) Call Meeting to Order 5:37 pm
- 2) Public Comment Period – Comments limited to 3 minutes per person no visitors present
- 3) Goals for today's meeting
 - a) Review policy progress - existing policies under review and new policies
 - b) Review Nomination Process including timeline
- 4) Policies (board and school)
 - a) Policies and procedures currently being reviewed
 - i) Documents for discussion
 - (1) HOS Evaluation Committee Description - Jane Reilly developed a draft for review by the Governance Committee and eventual board approval. (see Document) **Governance Committee sending to Board for approval**
 - (2) 516 Student Medication Policy –Concerns about “creams” and “sunscreens”.
 - (3) 522 Student Sex Nondiscrimination Policy- Study language of sex and gender identity.
 - ii) Policies waiting for end of legislative session
 - (1) 516 Student Medication Policy –Concerns about “creams” and “sunscreens”.
 - (2) 522 Student Sex Nondiscrimination Policy- Study language of sex and gender identity.
 - b) Status of New Policies
 - c) Other Policies/Procedures
- 5) Board Composition (recruitment, skill assessment, etc.)
 - a) Next steps for succession planning – Information has been received for Board Member candidates. The following slate was approved at the April Board Meeting
 - i) Parent Member (3-year term): Amy Dversgsdal
 - ii) Parent Member (2-year term): Marcus Almon
 - iii) Teacher Member (3-year term): Jessica Goff
 - iv) Community Member (3-year term): OPEN- No candidate
 - b) Chris has finished assembling the Voters' Guide for the election on May 21 and has distributed it to eligible voting members.
 - c) Discussion of the number of board members and how to adjust the number of members (see Document) **Discussion of what is the appropriate size board to effectively take on the tasks that are coming in the future. Governance Committee needs to look at similar schools (Seven Hills and St. Croix Prep) to see what the size of their boards are; will discuss this in more detail at future meetings**
- 6) Education (orientation, ongoing education, etc.)
 - a) What education to choose for next board meeting – **after discussing the number and scope of agenda items already slated for the May board meeting, we decided that we will forego board education in May**
 - b) Any additions to list of future board level education topics
 - i) Nancy Dana- governance training
 - ii) Understanding the budget (may be good for new board members)
 - iii) What is Montessori (good for after newly elected board members start attending meetings)
 - iv) Understand the academic goals and how to support them
 - v) Paris Dunning (ESABA Executive Director)
 - vi) **June- Strategic Plan will be presented**
- 7) Next Meeting

- a) Scheduled for May 28 Discussed schedule for the summer- will not have a June Governance Committee meeting and schedule a meeting for 5:30 pm July 9 instead. Also have rescheduled May 28 Governance Committee meeting for 5:30 pm June 4.
- 8) Any other business
 - a) Jean attended the VOA retreat and saw a presentation that mentioned a requirement to record the vote of each member on appropriation of money. We reviewed the Minnesota Open Meeting Law and this is a requirement.
 - b) Will discuss different versions of the CMES Bylaws in the May Governance Committee meeting to ensure the approved version is what is available
 - c) Jean had a conversation with a community member as a potential board member that may be available to be on the board later in the summer.
- 9) Adjourn 6:36pm