

Cornerstone Montessori Elementary School

Governance Committee Meeting Agenda

Tuesday, March 24, 2020, 5:30 p.m. [Google Meet virtual meeting](#)

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

AGENDA

- 1) Call Meeting to Order -5:31 pm
- 2) Public Comment Period – Comments limited to 3 minutes per person- no visitors
- 3) Goals for today’s meeting:
 - a) [Discussed how to comply with Open Meeting Law for Committee Meetings and Board Meetings. Jean is going to send an email stating that it is not safe to meet in person to all board members and it will be posted on the CMES website. We will then schedule Google Hangout/Meet events that will have the links posted on the CMES website so the public can attend virtually.](#)
 - b) Review policy progress
 - i) Policies to review:
 - (1) 503.01 Homeless Children Attendance Policy (incorporate suggestions from Barbara Williams to Maisah)- [need comments from Maisah to update draft version, will send to Board for Consent Agenda, April meeting.](#)
 - (2) 515 Protection and Privacy of Pupil Records (Chris’s edits from last month, send to April board meeting)- [re-presenting to Board at April meeting on the regular agenda \(was delayed due to COVID-19-related agenda adjustment in March\)](#)
- 4) Code of conduct for Board members
 - a) Review previous draft- [Julaine still needs to contact MACS for input, see previous month’s minutes](#)
- 5) Review of timeline for nomination of slate candidates for spring elections
 - a) Current board members who are up for reelection have been asked to send Chris an email with their intent to run, review timeline for profiles to be distributed, election, etc.- [Chris has received an email from Carolyn already, Julaine will email Sarah to remind her to formally express her intent to run, Jean will email her intent as well.](#)
 - b) Discussion of election procedure- [will discuss any potential adaptations due to distancing requirements, etc, at April Governance meeting, taking into account the state of affairs at that time.](#)
- 6) Education (orientation, ongoing education, etc.)
 - a) Education for next board meeting- Ben Moudry (Lake Country HOS, experiences and lessons from starting an adolescent program)- [shift to May or June given the large amount of time sensitive topics we need to address during the April Board meeting. Need to contact Ben to confirm he is available at one of these meetings. Have Maisah contact Ben and see if May or June would work for him.](#)
 - 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) Visit to St Croix Montessori to visit Jr High site or operating Jr High site (Oak Hill, Lake Country, Sunny Hollow, maybe Parkway)
 - vii) [Lessons from current events \(ongoing small segment\)](#)
- 7) Discussion of how the Governance Committee can help support Strategic Plan efforts
- 8) Next Meeting
 - a) Tuesday April 28, 2020 at 5:30 pm (potentially on Google Meet).

- 9) Any other business-
 - a) UST would like a documented process for Board self evaluation. Jean will send a draft of a procedure to UST that the governance committee will look over.
 - b) Background check policy- UST would like as well, Chris is working on this and will distribute to committee members.
- 10) Adjourn-6:14 pm