

Cornerstone Montessori Elementary School

Governance Committee Meeting Minutes (Minutes in purple)

Tuesday, December 3, 2019, 5:30 p.m.

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

AGENDA

- 1) Call Meeting to Order 5:38 pm
- 2) Public Comment Period – Comments limited to 3 minutes per person
- 3) Goals for today's meeting:
 - a) Review policy progress – no policies currently need review(!), discuss Board member code of conduct **Looked at current policies. Noticed a few that haven't been updated recently but probably don't need many changes so will review them as a group in March**
 - i) Note that the Governance Committee crafted and submitted Policy 415 Purchase of Group Health Insurance to the Board for approval at the November 19, 2019 meeting. This was not on the minutes from the October 22, 2019 Governance Committee meeting.
 - b) Review potential board member candidates -**Governance Committee nominates Sarah Stocco as a board member to start December 19, 2019. Sarah will need to go up for election in spring 2020. Discussion of other potential board member candidates.**
- 4) Code of conduct for Board members
 - a) Information from Loralee and Jean as a starting point, thoughts from committee members. **Also will discuss code of conduct during Jan 28 meeting. Strategy: Will start with format and starting content of the Oak Hill Code of Conduct and bring in elements from other examples. Julaine will work on a draft and distribute before January 28 meeting.**
- 5) Discussion of potential new board members and timeline for nomination of slate candidates for spring elections-**Jean, Carolyn and Sarah will be up for election in the spring. Board nomination form needs to go out in March, should discuss form distribution at February meeting.**
- 6) Education (orientation, ongoing education, etc.)
 - a) Education for next board meeting-**will spend time on strategic plan in December and potentially Equity consultant report in January.**
 - b) Any additions to list of future board level education topics
 - i) Nancy Dana- governance training
 - ii) Understanding the budget
 - iii) What is Montessori- Molly O'Shaughnessy-**January 2020**
 - iv) Understand the academic goals and how to support them
 - v) Paris Dunning (ESABA Executive Director)
 - vi) Book discussion of *A Good Time for the Truth: Race in Minnesota* (February 2020)
- 7) Discussion of how the Governance Committee can help support Strategic Plan efforts
- 8) Next Meeting
 - a) No meeting on the calendar until Tuesday, January 28, 2020 at 5:30 pm at Cornerstone. Discuss necessity of scheduling a meeting before the January 21, 2020 Board Meeting. **No need for meeting before January 21.**
- 9) Any other business
- 10) Adjourn- 6:50pm