

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL – BOARD OF DIRECTORS MEETING  
TUESDAY MARCH 20, 2017 – 6:00 P.M.**

**Board Members Present:** Liesl Taylor, Liz Coenen, Jess Goff, Jean Melancon, Melissa Santrach, Lorelee DiLorenzo, Amanda Cina

**Board Members Absent:** Julie Richards, Robyn Ingber

**Other Attendees:** Chris Bewell, Maisah Outlaw

**Meeting Called to Order by Liz Coenen at 6:05 pm.**

**AGENDA**

**Public Comment Period:**

- There were no guests or public comments.

**Approval of Agenda & Declaration of Conflict of Interest**

- Liz asked if, given the agenda, there were any conflicts of interest and none were given.

**Melissa Santrach MADE A MOTION TO APPROVE THE EVENING’S AGENDA AS AMENDED;  
Jean Melancon SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

**Acceptance of Minutes from 2.20.17 Board Meeting**

- No changes provided

**Lorelee DiLorenzo MADE A MOTION TO ACCEPT THE MINUTES FROM February 20, 2018 MEETING.  
Melissa Santrach SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

**Training Update – Liesl Taylor**

- Maisah Outlaw and Jess Goff spoke about their recent AML refresher course

**Treasurer’s Report - Melissa Santrach**

- Budgeted ADM is 135. We currently have 136 students. MDE is paying at 136 ADM.
- Cash flow is healthy; no concerns
- BMO Harris account has been closed; checks have been shredded
- We are doing well with managing finances thanks to the hard work of many

**Melissa Santrach MADE A MOTION TO ACCEPT THE FEBRUARY 2018 FINANCIALS;  
Jean Melancon SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

Donations: We received donations in the total amount of \$10,049.96.

**Melissa Santrach MADE A MOTION TO ACCEPT THE DONATION OF \$10,049.96.**

**Lorelee DiLorenzo SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

### **Board Chair Report**

- Self-Assessment forms provided for board members to fill out as conversation starters for 1:1 with the board chair; feedback for board chair also requested

### **Board Development**

- Delayed until April due to missing board members

### **Governance Committee Report – Liz Coenen:**

- The following policy was recommended to be updated by the Governance Committee:
  - 103\_CMES Whistleblower Policy
    - Changes were explained

**THE GOVERNANCE COMMITTEE MADE A MOTION TO ACCEPT THE CHANGES TO THE WHISTLEBLOWER POLICY;**

**Jean Melancon SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- The following policy was recommended to be updated by the Governance Committee:
  - 406\_CMES Public and Private Personnel Data
    - Changes were explained; statute had been revised

**THE GOVERNANCE COMMITTEE MADE A MOTION TO ACCEPT THE CHANGES TO THE PUBLIC AND PRIVATE PERSONNEL DATA POLICY;**

**Amanda Cina SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- The following policy was recommended to be updated by the Governance Committee:
  - 609\_Religious Accommodation Policy
    - Changes were explained

**THE GOVERNANCE COMMITTEE MADE A MOTION TO ACCEPT THE CHANGES TO THE RELIGIOUS ACCOMMODATION POLICY;**

**Jess Goff SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- Summer board retreat needs to be organized

**Melissa Santrach MADE A MOTION TO CREATE AN AD-HOC COMMITTEE, CHAIRED BY LORALE, TO FACILITATE THE BOARD TRANSITION RETREAT TO BE HELD JUNE 19;**

**Jess Goff SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- Board Elections are coming up

### **Communications and Development Committee Report – Melissa Santrach**

- Discover Cornerstone event held March 1<sup>st</sup>
- Next Discover Cornerstone event will be April 19<sup>th</sup>

### **Head of School Search Report:**

- Meetings going well
- Interviews to start in the next couple weeks
- Final interviews in April

**Director of Business Operations – Chris Bewell**

- See report

**Melissa Santrach MADE A MOTION TO ACCEPT A SNOW DAY;**

**Loralee DiLorenzo SECONDED THE MOTION**

**Head of School Report – Liesl Taylor**

- AMI was onsite to take photos of our children for their website
- Cornerstone received some new books for the classrooms
- Learning Fair is Monday night, March 23
- Community exposure in the works
- Staffing Update - Still looking for a Sp Ed teacher
- VOA Site visit is May 8

**Other Business**

- n/a

**Suggested Agenda Items for Next Month (4.17.18)**

- n/a

**Adjourn**

**Jean Melancon MADE A MOTION TO ADJOURN THE MEETING AT 8:31 PM;**

**Jess Goff SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

***Respectfully Submitted by Amanda Cina***

***Next meeting is April 17, 2018 at 6 p.m.***