

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL – BOARD OF DIRECTORS MEETING
TUESDAY APRIL 18, 2017 – 6:09 P.M.**

Board Members Present: Liz Coenen, Melissa Santrach, Liesl Taylor, Amanda Cina, Jess Goff, Andrea Galdames

Board Members Absent: Julie Richards

Other Attendees: Chris Bewell, Dr. Speiker (VOA), Lorelee Dilorenzo, Jean Melancon

Meeting Called to Order by Liz Coenen, Board Chair, at 6:09 pm.

AGENDA

Public Comment Period: No public comments were offered.

Dr. Speiker let us know that he will be done at VOA on June 30, so this will be his last meeting with us. We greatly appreciate the work he has done with us.

Approval of Agenda & Declaration of Conflict of Interest

- Liz asked if there were any additions or changes to the agenda;

MELISSA MADE A MOTION TO APPROVE THE EVENING’S AGENDA; LIESL SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- Based on the approved agenda, Liz asked if anyone had any conflicts of interest with the evening’s agenda. None were disclosed.

Acceptance of Minutes from 3.21.17 Board Meeting

- Liz asked if anyone had changes to the March meeting minutes; there were small edits needed.

ANDREA MADE A MOTION TO ACCEPT THE MINUTES AS AMENDED FROM THE MARCH 2016 MEETING; MELISSA SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

Head of School Report – Liesl Taylor

- Liesl played an interview of four 4th and 5th year boys who had received services through our school-based mental health (partly funded by a grant).
- Liesl met with some interested parents about a PTA/PTO. Instead of that, there will be a reboot of the Parent Involvement Committee.
- She is working on reviews and letters of employment for the staff.
- Meeting tomorrow re: new admin job description.
- Finance committee has been working to budget for next year. The plan is to present this budget in May and approve it in June.
- MCM expansion project will start soon. They will be expanding off the northern end of the building. Most of the new extension will be where the garage currently is. There will be office spaces and a small conference rooms, as well as lots of storage. Fencing will also be put in, including along Ames Avenue. The garage of the house next door will go and there will be more parking spaces.
- Liesl, Liz, and Mr. Jones (from Boys and Girls club) met with Sr. Commander Axel Henry.
- See HoS report

Director of Business Operations – Chris Bewell

- We looked at the proposed calendar for next year. We tried to keep it similar to St. Paul as a starting place, so we match in many ways. The biggest difference is winter break, which matches Minneapolis to have two full weeks and thus avoid having split weeks.

AMANDA MADE A MOTION TO APPROVE THE 2017-2018 SCHOOL CALENDAR. AG SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- MCA testing is in full swing.
- We have added a new 5th year child. We have sent out intent to return forms to current families.

Other Business

- We introduced ourselves and talked with our guests about our roles, our backgrounds, and the work of the board.

Governance and Board Chair Report- Liz Coenen:

- See Governance notes from March.
- Our board election and annual meeting are both on May 16th.

BOARD ELECTIONS

•3-Year Terms

1 community member (not a parent or employee of the school) - OPEN

1 community member (not a parent or employee of the school) – Jean Melancon

1 community member (not a parent or employee of the school) – Lorelee Dilorenzo

•2-Year Terms

1 community member (not a parent or employee of the school) - OPEN

MELISSA MADE A MOTION TO ACCEPT THE SLATE OF CANDIDATES AS PRESENTED SHOULD THEY CHOOSE TO ACCEPT THE NOMINATION; AMANDA SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

In addition to the candidates, the Board must also appoint an elections judge. Liz noted that Chris Bewell has served as the election judge previously and asked for a motion to reappoint Chris as the 2017 election judge.

ANDREA MADE A MOTION TO APPOINT CHRIS BEWELL AS THE 2017 ELECTION JUDGE; AMANDA SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- See Board Chair report
- Meeting with Paul Berg at Sunrise Bank was a community connection.

Treasurer's Report - Melissa Santrach

- Cornerstone received the 2017 VOA Finance Award of Excellence (one of only four charter schools to do so).

MELISSA MADE A MOTION TO ACCEPT THE MARCH 2017 FINANCIAL STATEMENTS; ANDREA SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- See Finance Committee Report
- There has been lots of work on the salary schedule, which would be implemented in the 2018-2019 school year. We will see more information about this as it continues to be drafted.

Development and Communications Committee Report – Melissa Santrach

- No March meeting because of holiday.
- Nadiya will be able to help with email newsletter to be launched in June.
- At next meeting, the committee will look at a whole year calendar to schedule development activities.
- Melissa will attend the Minnesota Council of Nonprofits- Family Foundations Workshop in April. Part of this will be tips on how to approach small family foundations.
- Date for Welcome to Cornerstone visit is May 11th. One upper elementary class will be gone that day. We talked about inviting city council members, community members, and/or potential board members. Chris will work on the card. Liz will work on the list.

Next month's (5.16.17) agenda

Adjourn

MELISSA MADE A MOTION TO ADJOURN THE MEETING AT 7:46 PM; ANDREA SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

Respectfully Submitted by Jess Goff, CMES Board Member

Next meeting is May 16, 2017 at 6 p.m.