

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL  
BOARD OF DIRECTORS MEETING – VIRTUAL AND INPERSON  
TUESDAY, SEPTEMBER 20, 2022 – 6:00 P.M.**

**Board Members Present:** Jean Melancon, Jess Goff, Julaine Roffers-Agarwal, Carolyn Ganz, Alyssa Schwartz, Maisah Outlaw, Tyler Bouwens

**Board Members Absent:** Sarah Stocco

**Other Attendees:** Chris Bewell, Joe Alipero from Dieci Finance (6:15-6:30), Emma Cornwell

**Meeting called to order by Julaine Roffers-Agarwal, Board Chair, at 6:07 pm.**

**AGENDA**

**Public Comment Period:** Comments limited to 3 minutes per person.

Emma Cornwell (SPED teacher at CMES) present, started last year. Here just to listen and see what happens.

**Consent Agenda**

- Draft August 2022 minutes

**MAISAH MADE A MOTION TO ACCEPT THE MODIFIED CONSENT AGENDA. CAROLYN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:**

Board Member	Aye	Nay
Bouwens	x	
Ganz	x	
Goff	x	
Melancon	x	
Outlaw	x	
Roffers-Agarwal	x	
Stocco ABSENT		

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

**JESS MADE A MOTION TO APPROVE THE EVENING'S MODIFIED AGENDA. TYLER SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY.**

Board Member	Aye	Nay
Bouwens	x	
Ganz	x	

Goff	x	
Melancon	x	
Outlaw	x	
Roffers-Agarwal	x	
Stocco ABSENT		

Julaine asked whether, given the approved agenda, there were any conflicts of interest. None were disclosed.

### **Head of School Report -Alyssa**

- Third week of school, smooth but also busy
- Some hiccups with busing and food service (as expected given current reality) but good for Alyssa to get experience with all the various aspects of school organization
- Social Worker starts in mid-October – Antje
- Math specialist candidate giving a lesson Thursday as part of interview process
- First parent night last night
  - o really nice to see families in the building
  - o fewer attendees than hoping but getting back into the swing of things
- Renewal year with UST
  - o Meeting with Julaine and UST on Monday
  - o Site visit in October
  - o Will want to speak with board members, teachers, etc
  - o More information after Monday’s meeting

### MCA’s overview

- Caveats about small sample size at small school
- All that said, test scores look really good this year
- Science and reading are well above MN state and SPPS
- Math is higher than SPPS but not higher than MN state
- Families can always opt out – this counts against us (every year except 2021 when 25% opted out, and there was no testing in 2020)
- Minnesota Report Card is a website with more MCA data, can compare to other schools, across time, in sub-populations, etc – you can google it or follow link from CMES website
- Question: what is authorizer is looking for as relates to test scores?
  - o To be comparable with surrounding schools (demographically and mission similar schools – more info about this at November meeting)
  - o Looking to see growth
  - o Looking to see that we are paying attention to data and addressing it – looking at areas where there were consistent gaps

**Treasurer’s Report – Joe from Dieci Finance**

- Financials for August – budgeted at 141 but are slightly above that right now so that’s good
- Financials - generally things are good and smooth
- In cash on hand and overall fund balance – above goals
- Title applications in, very few review notes, expecting all to be approved soon
- New round of covid testing money \$20,000 – for testing, tracking, monitoring, air filters, etc
- Some trends - more activity for supplies at the beginning for the year, no outstanding debts
- Lease will be adjusted in October based on student rate to maximize lease aid
- There were no donations this month
- Employee Retention Credit – application is in process, Joe will update us more later this week
  - o MACS call – was the ERC brought up? – Alyssa reported that some schools had applied and gotten funding with restriction, some had decided against applying because they didn’t qualify
  - o Joe didn’t understand the restriction issue because it’s a credit/reimbursement for funds already paid so he’s going to reach out and check into that
  - o Joe still believes that we qualify and has talked with our auditors and another auditing firm – following their recommendations if we receive funds (holding until clear that we will not have to repay) – way we are proceeding is right direction and he will update us more as he knows more

**JEAN MADE A MOTION TO ACCEPT THE AUGUST FINANCIAL STATEMENTS. CAROLYN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:**

Board Member	Aye	Nay
Bouwens	x	
Ganz	x	
Goff	x	
Melancon	x	
Outlaw	x	
Roffers-Agarwal	x	
Stocco ABSENT		

**Director of Business Operations**

- Enrollment update: current ADM at 142

- Have gone through most of the waiting list, so if we lose any students, we would need to recruit
- Upper Elementary is fuller than ever before. Lower Elementary is slightly lower enrollment than Upper Elementary, which does mean that we could take walk in people who find us instead of wait-listing them, which is nice

**Governance Committee – Julaine**

- No report this month
- Large agenda and policy review coming this fall

**Board Chair Report – Julaine**

- Marc Frankel training Friday, October 14 (morning Zoom meeting)- do we want to attend? Total fee is \$700, divided by all schools participating. At least three schools have committed, so CMES share would be less than \$250
- MCM new ED, Joe McDonald
  - o “Meet and greet” at November CMES board meeting
  - o Requesting a meeting to discuss gender neutral restroom accommodations
- Equity Task Force
  - o Working with Alyssa, Sarah, and Jean to determine action list
- Expansion Task Force
  - o Determine what the board initially needs to know to make a decision on expansion feasibility and recommended next steps
  - o Fall meeting of board subset: Carolyn, Jess, Sarah, Julaine, Jean
- Authorizer renewal is next spring, already scheduling meetings to discuss
- Meeting with outgoing and incoming MCM board chairs to facilitate communication

**Suggested Agenda Items for Next Board Meeting**

- Lease appendix confirming rent for the year
- Survey going out about MCM/CMES Joint Board Meeting

**Feedback – what went well, etc?**

- Julaine – nice job on chairing first board meeting!

**Adjourn**

**TYLER MADE A MOTION TO ADJOURN THE MEETING AT 6:48 PM. JEAN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. VOTES WERE:**

Board Member	Aye	Nay
Bouwens	x	
Ganz	x	
Goff	x	

Melancon	x	
Outlaw	x	
Roffers-Agarwal	x	
Stocco ABSENT		

***The next CMES Board Meeting is Tuesday, October 18, 6 p.m.  
Respectfully Submitted by Jess Goff, CMES Secretary***