

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL
BOARD OF DIRECTORS MEETING – VIRTUAL AND INPERSON
TUESDAY, NOVEMBER 16, 2021 – 6:00 P.M.**

Board Members Present: Jean Melancon, Jess Goff, Julaine Roffers-Agarwal, Maisah Outlaw, Sarah Stocco, Carolyn Ganz, Say Vang

Board Members Absent: Marcus Almon

Other Attendees: Chris Bewell, Joe Aliperto (Dieci Finance)

Meeting called to order by Jean Melancon, Board Chair, at 6:07 pm.

AGENDA

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

No guests present.

Consent Agenda

- Prior Month Meeting Minutes

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

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

Approval of Agenda & Declaration of Conflict of Interest

CAROLYN MADE A MOTION TO APPROVE THE EVENING'S AGENDA. SARAH SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY.

Board Member	Aye	Nay
Almon ABSENT		
Ganz	x	
Goff	x	
Melancon	x	
Roffers-Agarwal	x	

Outlaw	x	
Stocco	x	

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

Head of School Report

- General School Operations
 - o Reposted Math Specialist position, no applicants at this time
 - o Parent Partnership last night – Social Emotional Learning
 - o Equity Alliance survey has been completed – lots of people filled it out
 - o Cornerstone Café – good turnout
 - o COVID vaccine clinic for younger children (ages 5-12) – good turnout

Treasurer’s Report – Joe Aliperto

- See reports
- 137 ADM currently, will closely monitor in relation to 140 ADM budget. State is paying us at 138. We have adjusted budget accordingly.
- \$3000 Dollar General Literacy Grant
- Cash balance looks good – no reason to anticipate any borrowing
- Lease update
- In general budget looking good – supplies are always higher at the beginning of the year – purchased services is high
- ADSIS grant is low because we don’t have the staff to pay with this money – math specialist could still be hired

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

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

Revised Budget

- Revised to more accurately reflect our current ADM and current realities.

- Transportation adjustments from last year – obviously because last year was an exception

JULAINA MADE A MOTION TO ACCEPT THE REVISED BUDGET. MAISAH SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

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

Director of Business Operations – Chris Bewell

- Enrollment update – ADM 137
- busy with website, food services, etc

Governance Committee - Julaine

- VACCINE POLICY
 - Talked to many people and follow OSHA guidelines about accepting proof of vaccination and outlined testing policy
 - Takes effect December 1st

JULAINA MADE A MOTION TO ACCEPT THE POLICY AS WRITTEN. SARAH SECONDED THE MOTION. THERE WAS DISCUSSION OF FORMS OF IDENTIFICATION AND LANGUAGE AROUND THAT. MCM IS PLANNING TO ADOPT A SIMILAR POLICY SOON. CMS/CMES SHARED STAFF MEMBERS WOULD NEED TO FOLLOW THE STRICTEST POLICY. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

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

- FUND BALANCE POLICY – UST requested that we revisit this so we are clear about what to do as a board action when we have a large fund balance.

JULAINE MADE A MOTION TO ACCEPT THE PROPOSED CHANGES OF THE FUND BALANCE POLICY. CAROLYN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

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

Board Education – Julaine and Marc Frankel slide show

- Discussion of slide show – lots of interesting things.
- References – NAIS Principles of Good Practice document stored in Board Google Drive files

Development Update – Carolyn

- CMES invited to apply for the I. A. O’Shaughnessy grant
- \$15,000 grant (Related to Molly O, but she is not on the decision making board)
- Give to the Max day is the 18th

Board Chair Report – Jean Melancon

- SPPS – restructuring
- American Indian Montessori Institute
- MCM meeting tomorrow- information only, Zoom
- February – TBA date – EQ present to both boards at once

Suggested Agenda Items for Next Board Meeting

- Review lottery procedure
- December or January meeting or both? Could be just January, could be short in January and then also January retreat/strategic session meeting – if possible plan for in-person meeting for retreat

Comments about the meeting

- Thank you for work on vaccine policy work
- After governance November 30th we will hear about meeting policy

Adjourn

MAISAH MADE A MOTION TO ADJOURN THE MEETING AT 7:33 PM. JULAIN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. VOTES WERE:

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

The next CMES Board Meeting is TBA - it will be a Tuesday at 6 p.m - either in December or January.

Respectfully Submitted by Jess Goff, CMES Secretary