

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL
BOARD OF DIRECTORS MEETING – VIRTUAL AND INPERSON
TUESDAY, MAY 17, 2022 – 6:00 P.M.**

Board Members Present: Jean Melancon, Jess Goff, Julaine Roffers-Agarwal, Carolyn Ganz, Alyssa Schwartz, Sarah Stocco, Maisah Outlaw (6:13)

Board Members Absent: Marcus Almon

Other Attendees: Chris Bewell, Tyler Bouwens, David Hartman (UST), Joe Aliperto (Dieci Finance)

Meeting called to order by Jean Melancon, Board Chair, at 6:01 pm.

AGENDA

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

Two guests present

- Tyler Bouwens- parent, newly elected to the board, will start in July
- David Hartman from UST

Consent Agenda

- Draft Previous Month Meeting Minutes
- Annual IOWA
- Hazing policy

SARAH MADE A MOTION TO ACCEPT THE CONSENT AGENDA. CAROLYN 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	
Outlaw ABSENT		
Roffers-Agarwal	x	
Stocco	x	

Approval of Agenda & Declaration of Conflict of Interest

JULAINE MADE A MOTION TO APPROVE THE EVENING’S AGENDA. JESS SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY.

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

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

Head of School Report -Alyssa

- Big News on Campus – Joe McDonald new ED at MCM, will start on July 11, Alyssa and Taylor Hardwood, MCM board chair, will be working on onboarding plan for the school side
- End of year rush of activity in general
 - o staff evals and contracts for the fall
 - o new Cornerstone shirts on the way – we provide for every child, regardless of ability to pay
 - o graduation details will be coming

Director of Business Operations – Chris Bewell

- Elections – new electronic tool – seemed to go smoothly in general – of course, we didn’t have competition for seats – more people voting than ever – 30! compared to 10 or 11 at other elections
- Current enrollment is at 136 – despite losing children, we have also gained
- Acceptance letters for K – two declined and two new from waiting list invited – class of 20 is almost guaranteed

Treasurer’s Report – Joe from Dieci Finance

- See reports
- ADM is at 137. This is what we are currently budgeted for and the state is currently paying us for 138. This number has gone back and forth for us as enrollment shifts, but no concerns about these changes as it all evens out.
- Joe talked through reports (all in line with expectations, no surprises, etc) .

CAROLYN MADE A MOTION TO ACCEPT THE APRIL FINANCIAL STATEMENTS. JULAINE 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	
Outlaw ABSENT		
Roffers-Agarwal	x	
Stocco	x	

Revised Budget

- Revised to reflect reality, some more revenue, grants received, etc
- Title IV funding, summer programming funding for last year and more available to cover us this upcoming summer
- Overall bottom line is very similar to last budget, just wanted to make sure reallocating appropriately and adding this retention bonus
- Retention bonus – projected to end the year in very strong financial state, we wanted to include a retention bonus for current staff members, allocated \$20,000 and after approval, this money will be paid out this summer
 - o Question about bonuses versus salary changes – we have a healthy budget balance and when/how do we discuss a more permanent change – short answer: lots of factors at play, Alyssa has a plan to compare salaries, etc

JULAINÉ MADE A MOTION TO APPROVE THE REVISED 21-22 BUDGET. CARLOYN 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	
Outlaw ABSENT		
Roffers-Agarwal	x	
Stocco	x	

CAROLYN MADE A MOTION TO ALLOCATE UP TO \$20,000 FOR DISTRIBUTION BY THE HEAD OF SCHOOL TO COMPENSATE STAFF FOR ADDITIONAL DUTIES PERFORMED TO ADDRESS THE IMPACT OF COVID-19 ON THE CHILDREN. SARAH 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	

Outlaw ABSENT		
Roffers-Agarwal	x	
Stocco	x	

- Proposed budget for next year – general overview – will go back to finance committee and then come to vote next month
 - o Back up to 140 ADM
 - o Included title funding
 - o Grant for summer programming
 - o Dropped down other local revenue – lots of unknowns here (donations, grants) – conservative with estimates
 - o 2% Percent increase in wages for staff
 - o Increase in transportation
 - o Second assistant for UE
 - o ADSIS -looking to hire social worker/behavior – expense is not different but would move in the budget listing
 - o Projected to end the year with 35% fund balance – or even higher is at final numbers – at some point we will need to make some conscious decision about spending down the fund balance – priorities, etc
 - o Alyssa: Insurance increases are 7.5 and we don't question it, but salaries are 2% - so we are actually not giving staff a raise then, right? Just to keep in mind.
 - o Sponsorship for training – could be from fund balance instead of in regular budget
 - o Money set aside for extra assistant help for Alyssa or Chris? There is \$20,000 allocated for this.

Development Committee – Carolyn

- Grant writer made calendar and met with to talk through opportunities
- Developing a baseline/universal application to help us streamline process
- Some grants are by invitation only – our grant writer could help initiate an invitation

Governance Committee – Julaine

- Because of state statute changes, we need to update bylaws and articles of incorporation
 - o Typically officers, directors and employees aren't held liable for actions on behalf of the organization.
 - o An exception: MN Statute holds board members individually liable to the charter school for any damage caused by any violation of conflict of interest.

- These changes will be coming shortly, waiting for some guidance from MACS and from attorney
- Julaine urges us to pay attention to conflict-of-interest statements

Board Chair Report

- Boys Totem Town – Patty McDonald – part of a group trying to preserve the land
 - About 80 acres owned by Ramsey County, includes land and buildings
 - Interesting history
 - Possibilities - but very long-term project – is this something we can get more information about from the county? How could we get more information?
 - Sarah is main point of contact
- Hillcrest Golf Course, now The Heights
 - New development, will provide housing and jobs, connect to trails, etc.
- Questions for boards – what is the impact on our school of developments? What could/should our involvement be?

Suggested Agenda Items for Next Board Meeting

- Last meeting of the school year is June meeting
- Approve new budget
- Outgoing board member – last meeting
- Other annual things

Discussion of what went well/what we could do differently

- Appreciated annual mtg by committee

Adjourn

JULAINE MADE A MOTION TO ADJOURN THE MEETING AT 7:13 PM. MAISAH 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	
Outlaw	x	
Roffers-Agarwal	x	
Stocco	x	

***The next CMES Board Meeting is Tuesday, June 21st at 6 p.m
Respectfully Submitted by Jess Goff, CMES Secretary.***