

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL
BOARD OF DIRECTORS MEETING
AUGUST 18, 2026, TUESDAY – 6:00 P.M.**

Board Members Present: Julaine Roffers-Agarwal, Alyssa Schwartz, Jenna Oakley, Rachel Droogsma, Gina Ripple, Jessica Heitala, Tom Fendt, Megan Riemer

Board Members Absent:

Other Attendees: Chris Bewell

Megan Riemer participating online due to family commitments.

Meeting called to order by Julaine Roffers-Agarwal, Board Chair, at 6:04pm.

AGENDA

Public Comment Period: Comments limited to 3 minutes per person. No guests this evening

Consent Agenda

- Annual Motions for the August 2026 Agenda
- June 2026 CMES Board meeting minutes
- May 2026 CMES Board meeting minutes
- Crisis Management Plan 2026-27
- UST 2026 Annual Evaluation Letter
- UST 2026 Final Evaluation
- UST 2025-26 Q4 Feedback
- 2026-27 Employee Handbook
- 2026-27 Parent Policies Handbook
- 2026-27 Parent Program Handbook

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

Board Member	Aye	Nay
Droogsma	X	
Fendt	X	
Hietala	X	
Oakley	X	
Riemer	X	
Rippl	X	
Roffers-Agarwal	X	

Approval of Agenda & Declaration of Conflict of Interest - Julaine

Tom MADE A MOTION TO APPROVE THE EVENING'S AGENDA. Jessica SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. THE MOTION PASSED UNANIMOUSLY.

Board Member	Aye	Nay
Droogsma	X	
Fendt	X	
Hietala	X	
Oakley	X	
Riemer	X	
Rippl	X	
Roffers-Agarwal	X	

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

Treasurer's Report - Joe

- 143 enrolled, budget for 137, so strong spot.
- Cash balance of \$275,619. \$103,114 in CDs.
- Got a grant of \$40,000 for general operations from the Sauer Family Foundation. This grant wasn't included in our budgeting, and they gave us \$10,000 more than we asked for!
- Fund balance at 26.5% of expenditures.

Rachel MADE A MOTION TO ACCEPT THE JULY FINANCIALS. Gina SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

Board Member	Aye	Nay
Droogsma	X	
Fendt	X	
Hietala	X	
Oakley	X	
Riemer	X	
Rippl	X	
Roffers-Agarwal	X	

Last year's audit is almost complete, so we will wait a month to see June financials with final concrete numbers rather than estimates. No donations in June or July.

Head of School Report - Alyssa

- Went out into the community for National Night Out.

- Submitted many grants, and have received some already.
- Affiliate link with MN Food Club as a way to provide some money.
- Upcoming events Board members are welcome to attend
 - September 2, 3:00-6:00 Back to School Night
 - September 18 4:00-5:30 Fall Festival
 - September 29 5:30-6:30 Parent Partnership
 - Contact Alyssa to schedule a time to observe in an environment

Director of Budget Operations - Chris

- Current Enrollment - 143
- Continuing to receive applications.
- Strong spot compared to the past, our name is getting out into the community more again.

Advancement Committee - Rachel, Gina, and Jessica

- Building on the success of growing parent events from last year.
- Fall festival will include a food tasting potluck from the rich cultural heritage of our community. Also some flag coloring. A performance group could happen as well if there is interest.
- Meetings are moving to Fridays at 11 instead of at 9.
- Some new ideas as well to try out, like wearing Cornerstone shirts to National Night Out, in addition to tabling.
- Book fair will also happen again this year! Physical version this fall, and hopefully an online version in the spring.

Governance Committee - Julaine

Policy for review: 524 Internet Acceptable Use and Safety. We are removing the line that says we will review this policy every year. We will review this policy every three years like all of our other policies.

Tom MADE A MOTION TO ACCEPT THE CHANGES TO THE 524 Internet Acceptable Use and Safety. Gina SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

Board Member	Aye	Nay
Droogsma	X	
Fendt	X	
Hietala	X	
Oakley	X	
Riemer	X	
Rippl	X	

Roffers-Agarwal	X	
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Board Education: Community Agreement - Julaine

Julaine led our discussion about building community agreements. Kinds of community agreements: **relational** (how do we want to interact with each other?); **operational** (what systems do we want to support our shared work?). Broke out into smaller groups to discuss

Agreements from 2025

Relational Agreements

Communication

We seek to communicate directly, respectfully, and transparently. We listen with curiosity, and we aim to engage in clear, honest, and responsive communication in person and online.

Time

We stay grounded in our work by making time individually and in meetings to process information and gather perspectives.

Operational Agreements

We support each other and our work in many ways. Specifically we agree to:

1. Distribute existing agreements in the first board packet of the board year and revisit board member roles and agreements every year during our September meeting. Keep a copy of the revised agreements in the current year board meeting Google Drive folder.
2. Provide board meeting materials to the board chair by expected deadlines.
3. Read board emails and respond as requested within 48 hours or set an out of office message indicating when email responses can be expected.
4. Read board packets and other materials in full ahead of time.
5. Attend at least 2 school events in the course of the year
6. Attend board meetings in-person whenever possible. Designate in advance specific topics that will particularly benefit from in-person communication to ensure ease of planning.

Notes from 2026 Discussion

Alyssa noted that rather than 48 hours to respond, having a responder that says, "I check email on Sundays, and you can expect a reply then."

Conversation about how to balance being a parent and being a board member. Putting the board member hat on will be time bound, and also happen periodically in conversation with other people at events, but won't be the only thing that parent members do at an event.

Board Chair Report - Julaine

- Haven't finalized lease agreement with MCM yet.

- Back to school night coming up, and we staff a board member table at the event. We want people to sign up for a time to be there.
- We will schedule a board retreat in early October or Early November. Keep an eye out and respond to the email so we can schedule that meeting.

Tom MADE A MOTION TO ADJOURN THE MEETING AT 7:22 PM. Jessica SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

Board Member	Aye	Nay
Droogsma	X	
Fendt	X	
Hietala	X	
Oakley	X	
Riemer	X	
Rippl	X	
Roffers-Agarwal	X	

***The next CMES Board Meeting is September 16th 2026 at 6 p.m.
Respectfully Submitted by Tom Fendt, CMES Secretary.***