

Cornerstone Montessori Elementary School

Governance Committee Meeting Agenda

Tuesday, April 26, 2022, 5:30 p.m. Online

Members: Chris Bewell, Jean Melancon, ~~Maisah Outlaw~~, Julaine Roffers-Agarwal (Chair)

AGENDA

- 1) Call Meeting to Order 5:32 pm
- 2) Public Comment Period – Comments limited to 3 minutes per person
- 3) Goals for today's meeting:
 - a) Review policy progress
 - i) Policies to review:
 - (a) 514 Bullying Prohibition (due 11/20/21) Julaine is working with Alyssa to revise. Adapted MDE model policy as the current model policy works better than the current version. Alyssa asked SpEd staff for their comments on the relevant sections. Will send for Consent Agenda with previous version for reference (Jean will include note about why there are two versions)
 - (b) 526 Hazing (due 1/22/22) Realized this also needs revision. Neither Julaine nor Alyssa have any suggested changes. Recommend presenting to board with no changes. Send for Consent Agenda
 - (c) 533 Wellness (in need of revision to add language to fulfill requirements from 2021 Omnibus bill, Chris reviewing)
 - ii) Potential new policy discussion
 - (a) Staff sabbatical policy- Julaine is working on this, sent draft to Alyssa. Alyssa asked for more detail in draft of policy. Will share edits with Alyssa and then bring to board as part of regular agenda.
 - iii) Policies in need of updating (approaching 3 years since last reviewed):
 - (a) 410 Family and Medical Leave (due 4/16/22) Julaine sent to Kraus-Anderson and got their feedback on the policy along with 410.1. Need to revise mentions of FMLA as CMES is not subject to FMLA. Chris volunteered to update in March. Discussed potential changes. Chris is going to work on this and send to committee members to review
 - (b) 410.1 Extended Family and Medical Leave (due 4/16/22) Chris volunteered to update in March. Discussed potential changes. Chris is going to work on this and send to committee members to review
 - (c) 516 CMES Student Medication (due 6/11/22) **time to review** Maisah potentially review, then send to Navigate Consulting (health consultants)
 - (d) 524 Internet Acceptable Use and Safety (due 6/22/22) **reviewed annually; time to review** Julaine will review
 - b) For long-term future planning: What policies would need to be put in place for Jr High?
 - c) Update to Bylaws/Articles of Incorporation to conform to Charter School law- Jean reviewed both and the updated law and has contacted UST for help on how to best update the documents and if we need UST to approve. Jean is still waiting for response from UST on how to address in Bylaws and Articles of Incorporation. Could we have David from UST or auditors explain conflict of interest to board members for future education?
- 2) Discussion of election process and annual meeting agenda
- 3) Education (orientation, ongoing education, etc.)
 - a) Education for next board meeting-
 - b) Any additions to list of future board level education topics
 - i) Nancy Dana- governance training
 - ii) Understanding the budget

- iii) Understand the academic goals and how to support them
 - iv) Paris Dunning (ESABA Executive Director)
 - v) Sarah Plumb (Jr High teacher from Oak Hill)
 - vi) Sunny Hollow Jr High teacher
 - vii) Visit to St Croix Montessori to visit Jr High site or operating Jr High site (Oak Hill, Lake Country, Sunny Hollow, maybe Parkway)
 - viii) Presentation about elected officials for the area- who represents us in the area at different levels, who we contact for what
 - ix) Presentation and discussion of who CMES families are (number of homeless, travel times to CMES, location, demographics, etc)
 - x) Presentation by specialty teachers so the board understands what value they add to the students (ELL, literacy, math, and behavior specialists) and the efforts to increase testing scores- Could we have some version of this added to May board meeting to help clarify how we need to adjust the 2022-23 budget? Ask for a 3 min presentation/slide from each specialist: What do you need to have a greater impact on the children you serve? Board can look at how can we provide those things (or not). Julaine will talk to Alyssa about how to ask for this info.
 - xi) Follow up review to page 2 terms for Financial Statements after they are distributed for a month or two.
- 4) Next Meeting
 - a) Tuesday, May 28, 2022 at 5:30 pm (Zoom link)
 - 5) Any other business
 - 6) Adjourn 6:50 pm