

Cornerstone Montessori Elementary School

Governance Committee Meeting Minutes (minutes in orange)

Tuesday, May 24, 2022, 5:30 p.m. Online

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

AGENDA

- 1) Call Meeting to Order 5:36 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 and Alyssa revised. Adapted MDE model policy as the current model policy works better than the current version.
Send for Consent Agenda
 - (b) 533 Wellness (in need of revision to add language to fulfill requirements from 2021 Omnibus bill, Chris reviewing) **Will add wording to meals area of website, don't need to actually revise policy**
 - (c) Staff sabbatical policy (potentially 412?) Julaine sent draft to Alyssa who asked for more detail in draft of policy. Added extra language, would like feedback and potentially send to board for approval at June meeting. **Discussed. Will send for regular agenda as it is a new policy.**
 - (d) 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 updated, Alyssa sent wording changes. Would like to send to Board for approval at June meeting. (Send to Kraus-Anderson after discussion?) **Discussed. Need to check on applicability of MN Women's Economic Security Act of 2014. Will send revised version to Kraus-Anderson and ask how to include wording on non-spousal partners in the policy. After their feedback, send for regular agenda as we are combining 410 and 410.1.**
 - (e) 410.1 Extended Family and Medical Leave (due 4/16/22) Chris recommends incorporating into 410. **Send to regular agenda to rescind policy (combining with 410).**
 - (f) 516 CMES Student Medication (due 6/11/22) Maisah reviewing. **Send to Consent Agenda with no changes.**
 - ii) Policies in need of updating (approaching 3 years since last reviewed):
 - (a) 524 Internet Acceptable Use and Safety (due 6/22/22) **reviewed annually; time to review Discussed changes. Will send to Consent Agenda. Will suggest to Alyssa and Chris to add wording regarding personal device usage to access the internet at school and on the bus to the parent internet agreement form and to the bus policy.**
 - 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 will send an email to Molly McGraw-Healy at UST to ask for any update on guidance.**
- 2) 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 June board meeting to help clarify how we need to adjust the 2022-23 budget? Will send request through Alyssa for June and potentially a fall board meeting
 - xi) Follow up review to page 2 terms for Financial Statements after they are distributed for a month or two.
 - xii) Something on how the school is addressing trauma- in elementary child, CH child, in staff, etc. Could Liza present on it? Maybe Nora?
- 3) Next Meeting
- a) Tuesday, June 28, 2022 at 5:30 pm (Zoom link)
- 4) Any other business
- 5) Adjourn 6:43 pm