

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL
BOARD OF DIRECTORS MEETING –, VIRTUAL AND INPERSON
TUESDAY, NOVEMBER 15, 2022 – 6:00 P.M.**

Board Members Present: Jean Melancon, Jess Goff, Julaine Roffers-Agarwal, Carolyn Ganz, Alyssa Schwartz, Tyler Bouwens, Sarah Stocco

Board Members Absent: Maisah Outlaw

Other Attendees: Chris Bewell, Joe McDonald, Megan Reimer, Joe Aliperto from Dieci Finance (6:30)

Meeting called to order by Julaine Roffers-Agarwal, Board Chair, at 6:03 pm.

AGENDA

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

- Joe McDonald – director of MCM, mostly has worked in non-profit work in different fields, have learned a ton in the last 4 months, getting lots of Montessori, impressed with passion of staff, cool event last night to observe children teaching adults, he will come by and observe in CMES rooms soon, still in learning phase and looking forward to continued fruitful conversations, will sign off at 6:30.
- Megan Reimer – Reading Specialist at CMES, 8th year here, work with K-6, also had two children at Cornerstone – current 7th and 9th graders

Consent Agenda

- 402 Disability Nondiscrimination Policy
- 402.1 Section 504 ADA Grievance Procedure
- 492 Nepotism Policy
- 522 Student Sex Nondiscrimination Policy
- 534 Service Learning Policy
- 2021-22 Annual Report for UST
- HOS PDP, Annual Goals, and Evaluation Committee Meeting Minutes

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

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

Stocco	x	
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Approval of Agenda & Declaration of Conflict of Interest

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

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

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

Approve Last Month's Meeting Minutes

October meeting minutes didn't make it into the consent agenda so are being approved separately.

TYLER MOVED TO APPROVE THE MEETING MINUTES. JEAN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

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

Board Education – Megan Reimer, Reading Specialist

- in general, her role is as reading interventionist for children and coach for guides and adults to support their work with children
- presents to staff on latest reading research best practice – how to support and how children learn to read

- Assessment at the beginning of the year (Fastbridge) from K-6, varies at different levels, screening test
- If children are flagged by Fastbridge as at risk of not meeting grade level benchmarks by the end of the year, there is more assessment to ensure needs are clear (work with guides, etc).
- Then create a schedule of reading intervention for children in a variety of ways (groups, one-on-one, etc)
- This kind of intervention is considered Tier 2 support – one step more than general education support (which is Tier 1). Hopefully this extra support will be enough to help. If they aren't able to make enough growth with this support, children might move to Child Find and perhaps even be assessed by special education
- Morning is mostly in lower elementary – need is highest here – COVID effects are big there still. Afternoon is upper elementary team teaching with Cynthia right now – going really well.
- Question: how does this work mesh with AMI Montessori? Ongoing process with many different parts, very much a collaborative conversation, always working to do what's best for the children
- Discussion of amazing diverse library, recess, integration into programming, etc - Megan is amazing 😊

Head of School Report -Alyssa

- Not a lot to share this month
- Conferences just ended – we had almost 100% which is amazing
- Parent partnership and Middle School Options event last night – very well attended
- Staff lottery for day off the Wednesday before Thanksgiving
- Lots of grant applications in the work
- World's best workforce report being written – almost done
- Things have settled and are just trucking along

Director of Business Operations – Chris Bewell

- Up to 141 enrollment – some late joins, some returned from overseas
- Some new applications, numbers are good
- Managing all the regular things – food, buses, etc – keeps her busy, also some big projects in the works
- Give to the Max is Thursday – so spread the word. We already won a \$500 golden ticket so that's exciting.

Development and Communications– Carolyn

- Give to the Max Day
- Shoutout to Sarah Stocco for Facebook post – responsible for golden ticket (We can win as many golden tickets as we win!)

Equity Task Force Update – Sarah

- Carolyn is working on version of Equity Report to share with families and staff
- Talking about next steps
- Alyssa met with a group called Embracing Equity – they have offerings that would really be good for some next steps – going to reach out and see what we can do this year, also a more formal staff cohort group in the fall. There will be some funding questions for the board.
- Sharing/presenting report to staff and families in December
- Idea for Equity Standing Committee – check and balance of accountability for plans and implementation. One support for the idea of a standing committee to keep things on track – concrete action, concrete commitment
- Question: will we need financial commitment from the board before January board meeting? Don't think so and there is some money already in the budget
- Do we need to vote on the formation of a standing committee now? It can wait until January because the committee wouldn't need to be fully running until the end of the school year. Sarah and Julaine will work to write that up as needed.

Expansion Task Force – Jean Melancon

- Have the tours we've been doing (Oak Hill and Sunny Hollow) been helpful?
 - o Yes, good to see physical space, visualize, seeing the two helps imagine possibilities, talking to staff is helpful – especially about difference in program development
 - o Public vs private – good to help think about the realities, equity, etc, etc

Board Chair Report

- Signed 2022-23 Lease Appendix Agreement
- CMES Board strategic planning discussion retreat
 - o Aiming to schedule in January or February 2023
- CMES/MCM joint board meeting
 - o Aiming to schedule in February or early March 2023 (after retreat)

Treasurer's Report – Jean, Carolyn, for Joe

- Normal month – everything is tracking appropriate, no surprises
- **Starting to talk about revised budget in committee in December – probably available at the January meeting**
- ADM is 141, but state is paying us at 144. Chris did change this number in the MDE system so the payment will be revised soon.

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

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

CAROLYN MADE A MOTION TO ACCEPT A DONATION IN THE AMOUNT OF \$25 FROM REVTRACK. TYLER SECONDED THE MOTION. THERE WAS SOME DISCUSSION OF WHAT REVTRACK IS – IT’S THE SYSTEM WE USE FOR ONLINE MEAL PAYMENTS AND THERE IS A DONATION OPTION AS WELL AS OTHER WAYS TO USE THE SITE FOR PAYMENTS. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

Board Member	Aye	Nay
Bouwens	X	
Ganz	X	
Goff	X	
Melancon	X	
Outlaw ABSENT		
Roffers-Agarwal	X	
Stocco	X	

Suggested Agenda Items for Next Board Meeting

- Revised budget
- Cynthia Crooks, ELL teacher to share about her role

Feedback – what went well, etc?

- Nice to have Megan as a guest – helps to know more and know more about financial impact, resources, etc
- Thanks to Chris and Alyssa for all the hard work on Annual Report

Adjourn

JEAN MADE A MOTION TO ADJOURN THE MEETING AT 7:00 PM. CAROLYN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

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

***The next CMES Board Meeting is Tuesday, January 17th, 2023, 6 p.m.
Respectfully Submitted by Jess Goff, CMES Secretary***