

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL
BOARD OF DIRECTORS MEETING
MAY 16, 2023 TUESDAY – 6:00 P.M.**

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

Board Members Absent: Maisah Outlaw

Other Attendees: Chris Bewell, Joe Aliperto from Dieci Finance (6:15-6:55), Rogun Chogule, Molly McDermott

Meeting called to order by Julaine Roffers-Agarwal, Board Chair, at 6:06 pm.

AGENDA

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

- Rohan Chulago – potential board candidate, just here to see how the meeting goes, excited, finance background, daughter going to kindergarten soon, interested in this work
- Molly McDermott – Lead Guide at Children’s house 2 – been at Cornerstone for over 7 years – this may be her first board meeting, just here to see how it goes.

Consent Agenda

- April 2023 meeting minutes
- Policy 503.01 Homeless Children Attendance
- Policy 533 Wellness
- Policy 802 Disposal of Property
- Standing Committee Charter Outline

CAROLYN MADE A MOTION TO ACCEPT THE CONSENT AGENDA. JEAN 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	A	
Roffers-Agarwal	x	
Stocco	x	

Approval of Agenda & Declaration of Conflict of Interest

SARAH 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	A	
Roffers-Agarwal	x	
Stocco	x	

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

Head of School Report – Alyssa

- School operations – winding down in elementary, busy but going well, getting in last minute field trips and going outs, have been meeting with staff about next year, starting with employment agreements
- Upcoming Events – Board Members are welcome at any and all (this type of list will be a standard part of Alyssa’s report moving forward to help us be aware and to increase board visibility)
 - o Cornerstone Café – May 19, 8:30-9:30
 - o MCM Graduation – May 25, 6:00
 - o Ice cream social – June 8, 4:30-6:00
 - o Kindergarten Fly-up – June 13, 11:00
 - o 6th Grade Graduation – June 13, 1:30

Director of Business Operations – Chris Bewell

- Enrollment – we lost some children when a family moved so we are currently at enrollment of 139 (from 143)
- ADM is still at 140.5 so we are within the financial place we should be based on our budget
- Looking at enrollment for next year, Alyssa announced intent to return forms and they are starting to trickle in

Governance Committee– Julaine

- Resource Repository
 - o Google form with resources for board members (board education)
 - o Links will be sent from Julaine later today
 - o Info from previous recommendations will be moved to this
- Draft Equity Committee Charter
 - o It has become clear that there is a need a standing committee

- Sarah has requested that we review the draft and get back to Sarah by June 2nd to be addressed at the June board meeting
- Quick question about chair of committee – does that person need to be board member or not? (Sarah is flexible and open to suggestions, the intent here was about making sure someone who works so closely with the Head of School (i.e. the head of the standing committee) be a board member) This does seem like a good idea.

Treasurer's Report – Joe Aliperto, Dieci Finance

- ADM 143 right now, tracking with budget of ADM 141, so in line with what we anticipated – the recent change will show up next month (Chris clarified)
- Fund balance continues to be solid (Just over 30%), no concerns
- 83% of the way through the year – have received 83% of money, spent 81%
- No news about grants
- New education budget came out and EL revenue could change for us.
- State is looking at 4% gen ed formula increase, then after that 2% base, up to 3% depending on inflation
- Donations
 - \$500 donation
- Joe talked through financial reports, everything in line with expectations
- Next year moving back to all students eat free – this looks like it will also work out financially with higher reimbursements for us

JEAN MADE A MOTION TO ACCEPT THE APRIL FINANCIAL STATEMENTS. JESS 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	A	
Roffers-Agarwal	x	
Stocco	x	

SARAH MADE A MOTION TO ACCEPT THE \$500 DONATION FROM A PARENT. 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	A	
Roffers-Agarwal	x	
Stocco	x	

23-24 Preliminary Budget

Discussion

- Basing on ADM of 141
- Revenue
 - 4% gen ed aid increase
 - More compensatory revenue (based numbers of free and reduced lunch)
 - This data is easier to collect when families need forms for lunch, but with all meals paid for, we will have to collect info differently perhaps for most accurate compensatory revenue
 - EL funding is going up a little bit, may result in about \$17000 more next year
 - SPED funding?
 - ACCESS grant – we applied by first deadline but haven’t heard yet
 - Some grants are going away (COVID monies)
 - Wages projected to go up 4% based on state increase and benefits will increase too
 - Lease aid is based on ADM
- Jean pointed out that losing ESSER money and some large donations that we can’t rely on forever means we need to continue to look for funding sources.
 - Tyler is meeting with grant writer – what does she think about money available
 - Equity funding seems promising
 - Meeting again soon – all are invited to this virtual meeting
- Sarah – question about the 30,000 feet look at finances, how to get a big picture overview, calendar of when things are considered and discussed, etc.
 - Finance committee is working on this already

CAROLYN MADE A MOTION TO ACCEPT THE PRELIMINARY 2023-2024 BUDGET. SARAH 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	A	
Roffers-Agarwal	x	

Stocco	x	
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ADVANCEMENT COMMITTEE (Tyler)

- Nothing to add
- Reminder about meeting with the grant writer – we need to make sure that we are letting Julaine know if multiple board members are attending so that we can post it to adhere to open meeting law

BOARD CHAIR REPORT

- Wrapping up self-evaluation reflections with Board members, will synthesize feedback and present at June Board meeting
- UST Charter ready.

JULAINÉ MADE A MOTION TO ACCEPT THE NEW CHARTER CONTRACT FROM UST. TYLER SECONDED THE MOTION. THERE WAS SOME DISCUSSION OF PARTS OF THE CONTRACT THAT WOULD BE HELPFUL TO NEW MEMBERS OR GRANT WRITERS IN THE FUTURE. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

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

Julaine mentioned that she and Alyssa needed to now complete pass along the UST contract and then it was set for the next 5 years! Yay!

Feedback – what went well, etc?

- Thanks to Julaine for all her work and coordination!
- Tyler – maybe next year we could make the Annual Meeting a bigger production – it's such a good way to get introduced to the school.

Adjourn

JEAN MADE A MOTION TO ADJOURN THE MEETING AT 7:04 PM. JESS SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

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

The next CMES Board Meeting is Tuesday, June 20, 2023, 6 p.m.

Respectfully Submitted by Jess Goff, CMES Secretary.