

CMES Board of Directors Agenda, January 21, 2025 - 6pm

Mission: Cornerstone Montessori Elementary School's mission is to support children from culturally and economically diverse backgrounds living in or near St. Paul's East Side through a rigorous and high-impact Montessori program that empowers them to make positive decisions, develop self-discipline, and create a true sense of responsibility for themselves and others in their community.

Topic	Description	Supporting Documents	Function ¹	Presenter	Time
Regular Business					
Call to Order	Welcome to Meeting	None	I	Julaine	3 min
Public Comment Period	Comments limited to 3 minutes per person	Sign-up sheet, Policy 206	I	Julaine/Guests	0-10 min
Consent Agenda	<ul style="list-style-type: none"> Draft Previous Month's Meeting Minutes HOS Annual Goals HOS Professional Development Plan 	Distributed at least 1 week in advance of mtg	M	Julaine	5 min
Approve Agenda	Any modifications, any movement of Consent Agenda items	Consent/Mtg Agenda	M	Julaine	3 min
Conflict of Interest	Based on approved agenda, identify any conflicts of interest	Meeting Agenda	D	Julaine	1 min
Treasurer's Report	<ul style="list-style-type: none"> Financial Statement - review/accept previous month Accept previous month donations 	Pre-reading/at meeting	D, M	Joe, Carolyn	15 min
Board Education	<ul style="list-style-type: none"> Understanding the budget refresher 	At meeting	I, D	Carolyn	10 min
HOS Report	<ul style="list-style-type: none"> School Operations 	Pre-reading/at meeting	I, D	Alyssa	10 min
Today's Meeting					
Dir of Business Operations	<ul style="list-style-type: none"> Enrollment update 	Pre-reading/at meeting	I, D	Chris	5 min
Strategic Planning	<ul style="list-style-type: none"> Review of current action items Approval of Advancement Committee chair 	At meeting	I, D, M	Julaine	10 min
Marketing Task Force	<ul style="list-style-type: none"> Overview of Task Force activities and transition to Advancement Committee Presentation of future marketing strategy by Meg Haley, CMES parent and marketing professional 	Pre-reading/at meeting	I, D	Jean, Meg Haley	20 min
Board Chair Report	<ul style="list-style-type: none"> 	At meeting	I	Julaine	5 min
Meeting Wrap-up					
Next Meeting Agenda	Suggested agenda items for next board meeting	None	D	All	3 min
Reflection & Adjournment	Self-Assessment of board meeting, call for motion to adjourn	None	D, M	All	5 min

¹ **Function Description:** I = Informational, questions only for clarity. D = Discussion item, when item distributed in advance, contact author with questions prior to meeting. E = Educational material, may include reading assignment prior to meeting, M = anticipated motion at meeting. A = Board activity.