

Cornerstone Montessori Elementary School

Governance Committee Meeting Minutes (minutes in purple)

Tuesday, September 28, 2021, 5:30 p.m. Online

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

AGENDA

- 1) Call Meeting to Order 5:35 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:
 - (1) Closed meeting procedure- updated draft available revised slightly and will post to Board Google Drive as a reference and inform Board members of the location.
 - (2) Discussion of requirement for staff to receive COVID vaccine
 - (a) Updates from last meeting: consulted with MACS, UST, and Kraus-Anderson (insurance provider that also provides HR services) We do not bring a recommendation for a staff COVID vaccine mandate to the board at this time. We will continue to monitor the local situation and guidance going forward.
 - (3) For long-term future planning: What policies would need to be put in place for Jr High?
- 4) Education (orientation, ongoing education, etc.)
 - a) Education for next board meeting- audit, so plenty of discussion of financial topics
 - 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 (hoping for presentation next school year- update?)
 - 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 by auditor with financial topics (maybe with audit in October)
 - ix) Presentation about elected officials for the area- who represents us in the area at different levels, who we contact for what
 - x) Presentation and discussion of who CMES families are (number of homeless, travel times to CMES, location, demographics, etc)
 - xi) 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
 - xii) Follow up review to page 2 terms for Financial Statements after they are distributed for a month or two.
 - xiii) Equity consultant before process begins
 - xiv) Potential Board Retreat shortly after Alyssa returns (January/February) to review Strategic Plan status, succession plan, board growth, etc. Do we need an outside person to facilitate the meeting?
- 5) Next Meeting
 - a) Tuesday October 26, 2021 at 5:30 pm at CMES (plus Zoom link)
- 6) Any other business
 - a) Julaine will look at policy approval dates and put policies close to three years from approval and add to agenda as appropriate.
- 7) Adjourn 6:44 pm