

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL
BOARD OF DIRECTORS MEETING
APRIL 16, 2024, TUESDAY – 6:00 P.M.**

Board Members Present: Julaine Roffers-Agarwal, Carolyn Ganz, Sarah Stocco, Jean Melancon, Rohan Chougule, Jeremy Miller (6:44pm), Alyssa Schwartz, Tyler Bouwens (6:19pm)

Board Members Absent: Jess Goff

Other Attendees: Chris Bewell, Joe Aliperto (6:20pm)

Meeting called to order by Julaine Roffers-Agarwal, Board Chair, at 6:05 pm.

AGENDA

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

- No guests present

Consent Agenda

- 3rd Quarter Report for University of St Thomas
- Draft Policy 406 Public and Private Personnel Data
- Draft Policy 415 Purchase of Group Health Insurance
- Draft CMES Employee Consent to Release Data Form

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

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

Approval of Agenda & Declaration of Conflict of Interest

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

Board Member	Aye	Nay
Bouwens	A	
Chougule	x	

Ganz	x	
Goff	A	
Melancon	x	
Miller	A	
Roffers-Agarwal	X	
Stocco	X	

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

JEAN MADE A MOTION TO ACCEPT THE MARCH MEETING MINUTES. ROHAN SECONDED THE MOTION. DISCUSSION: NEED TO CHANGE JEAN'S ABSENCE FROM MARCH MEETING, AND CHANGE ALL OF HER VOTES TO A. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

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

Treasurer's Report - IOE

- 138 ADM
- Budgeted currently at 138
- State is paying us at 140
- Report highlights: no new grants; donations in March \$1200; not a whole lot of change in projected funds and expenditures; overall, very strong healthy fund balance and puts us in a good position if we ever decide to do anything needing loans; Lease Aid is coming up; IRS requested some additional information in order to qualify for ABC corp, but nothing unexpected; 75% of the way through the budget;
- Cash flow \$193,696 is being held back from the state. Strong cash balance, no concerns
- Fund balance \$562,267

CAROLYN MADE A MOTION TO ACCEPT THE MARCH FINANCIAL STATEMENTS. JEAN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

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

We have a \$1200 donation from a Cornerstone family.

CAROLYN MADE A MOTION TO ACCEPT THE MARCH DONATIONS OF \$1200. ROHAN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

Board Member	Aye	Nay
Bouwens	X	
Chougule	X	
Ganz	X	
Goff	A	
Melancon	X	
Miller	A	
Roffers-Agarwal	X	
Stocco	X	

Head of School Report – Alyssa

- School Operations -busy time of year! Back from spring break. 4/5th graders are going on a field trip to see our food providers to do some food testing and giving feedback.
- READ act - introducing the science of reading into MN schools. Impacts CMES in several ways: anyone teaching reading needs to be trained through the state: lead guides, ELL, SPED, etc. Many of the teachers already attended the training. The state says they will be paying for the training, but there’s still some questions about when the trainings will be moving forward. Now that it’s required, many schools are offering stipends, although any CMES teachers who already attended have not received a stipend. Impacts assessments of children, although we already do many reading assessments. The state will refund schools for purchasing required curriculum, but not sure how or when. Montessori is not either a proposed nor an approved curriculum at the moment. Staff will need to decide how to meet the requirements from the State of MN that is consistent with AMI Montessori. Not entirely sure how this will impact AMI accreditation moving forward. The required training is approximately 70 hours: it can take over a year for teachers to complete the training. The first phase (k-6 lead teachers and literacy specialists) need to be

completed by summer of 2025. Phase 2 (secondary teachers) is 2027. Should have no impact on our requirements from UST.

- 24-25 School Calendar - mostly following SPPS, which has worked well in the past. Conferences will be the week before spring break this year.

CAROLYN MADE A MOTION TO APPROVE THE PROPOSED CALENDAR FOR THE 24-25 SCHOOL YEAR. SARAH SECONDED THE MOTION. THERE WAS A DISCUSSION ABOUT THE FACT THAT CONFERENCES ARE THE WEEK BEFORE SPRING BREAK. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

Board Member	Aye	Nay
Bouwens	A	
Chougule	X	
Ganz	X	
Goff	A	
Melancon	X	
Miller	A	
Roffers-Agarwal	X	
Stocco	X	

Director of Business Operations – Chris Bewell

ADM – enrollment update: 23/24: We got 2 children back who had unenrolled, so we’re now officially at 138.9. 24/25 enrollments: 19 kindergarten enrollments (no lottery needed); accepted new 2nd and 3rd graders. We have 2 new 1st grade siblings, so conducted a lottery for the 5 remaining families on the waitlist. Still not sure what the classroom makeup will look like; waiting until May! We could still use a few more kindergartners, so hopefully we’ll get some more applications. Could get some interest through the Ames Lake community, but continue to send kindergartners if you know any.

SARAH MADE A MOTION TO ACCEPT THE LOTTERY RESULTS AND ACCEPTED ENROLLMENT APPLICATIONS. TYLER SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

Board Member	Aye	Nay
Bouwens	X	
Chougule	X	
Ganz	X	
Goff	A	
Melancon	X	
Miller	A	
Roffers-Agarwal	X	
Stocco	X	

IOWA – This is an annual renewal/update.

CAROLYN MADE A MOTION TO APPROVE ALYSSA AS THE IOWA (IDENTIFIED OFFICIAL WITH AUTHORITY). TYLER SECONDED THE MOTION. CHRIS EXPLAINED THE MEANING AND HISTORY OF THE DESIGNATED IOWA. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

Board Member	Aye	Nay
Bouwens	X	
Chougule	X	
Ganz	X	
Goff	A	
Melancon	X	
Miller	X	
Roffers-Agarwal	X	
Stocco	X	

Health Insurance Discussion

- Current provider, Health Partners, proposed 8.4% increase over the current year. Finance Committee recommends selecting this option for 2024-25. Premium contribution will remain the same for single coverage: 75% Employer (CMES)/25% Employee; deductible is lower than other options.
- Other companies (% inc over current): BCBS of MN -7.3%, Medica 14.7%, United Healthcare 21.4% (all with higher deductibles)
- Finance Committee: Alyssa asked about whether we could cover more for employees, but Finance Committee needed to make this decision first. We could decide to cover more at a later date
- Dental Benefits: through MetLife; maintain benefit at \$1500
- Finance Committee recommends continuing premium contribution for single coverage: 50% employer/50% employee
- Vision coverage continue through MetLife at current rate; premium 100% employee
- Disability: MetLife continue at current rate; premium 100% employer (CMES)

JEAN MADE A MOTION TO ACCEPT THE RECOMMENDED BENEFITS PACKAGE. ROHAN SECONDED THE MOTION. DISCUSSION ABOUT WHEN WE CAN DISCUSS COVERING EMPLOYEE CONTRIBUTIONS IN MAY . THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

Board Member	Aye	Nay
Bouwens	X	
Chougule	X	
Ganz	X	
Goff	A	
Melancon	X	
Miller	X	

Roffers-Agarwal	X	
Stocco	X	

Marketing Update – Jeremy

- Google Analytics: 759 visitors/679 were new visitors to our website
- Next steps: met with Chris at the end of March; want to be more thoughtful about what we’re doing moving forward. Reconnect with Julie Richards to pick her brain about marketing, the East Side, etc. before meeting with NIDO.

Strategic Planning Update – Jean & Rohan

- ~~Information session with Sean Elder from TenSquare on **May 7 at 6:00 pm**, in person at CMES and over Zoom (same location reporting requirements apply for Board members)~~
- Rohan emailed out TenSquare information on April 1; all deposited in a folder in today’s meeting Google Drive folder
- ~~Please send any questions for TenSquare to Rohan and Jean before their preparation session with Sean Elder by **April 26**~~
- Started working with Joe to run up some numbers about continuing with our current ADM 140, and looking at different numbers for the future, plus adding any extra expenses for expansion (furniture, renting property, etc). However, as we look at strategic initiatives, we don’t want to put more on Alyssa’s plate right now, particularly as she negotiates with CMS. Jean & Rohan propose to delay the presentation from TenSquare to perhaps June, but have Joe present his findings in May instead.

Governance Committee

- Review of remotely-attending Board member location reporting information
 - Response from Joey Cienen, MACS Executive Director:
 - If your board member is remote – they must be at a location that is open and accessible to the public
 - Much discussion about what “public and accessible” means for meeting locations, what the law says, etc. It was suggested that the simplest thing going forward is to have everyone meet in person at school.
- Board member self-evaluations will be sent out later this week, follow up meetings scheduled with board chair before May meeting. New assessment for this year that seem more effective. Also be asking for some feedback about the whole board from individuals, too.
- We would like to add another Community Board spot as we have two Community member nominations (and one Parent member nomination for one Parent member spot).

CAROLYN MADE A MOTION TO ADD ONE COMMUNITY MEMBER SEAT TO THE CMES SCHOOL BOARD. SARAH SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

Board Member	Aye	Nay
Bouwens	X	
Chougule	X	
Ganz	X	
Goff	A	
Melancon	X	
Miller	X	
Roffers-Agarwal	X	
Stocco	X	

- Proposed Slate of Candidates for School Board Elections
 - Rohan Chougule- Community member, 2 year term
 - Rachel Droogsma- Parent member, 3 year term
 - Julaine Roffers-Agarwal- Community member, 3 year term

TYLER MADE A MOTION TO APPROVE THE SLATE OF SCHOOL BOARD CANDIDATES AS PRESENTED. SARAH SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

Board Member	Aye	Nay
Bouwens	X	
Chougule	X	
Ganz	X	
Goff	A	
Melancon	X	
Miller	X	
Roffers-Agarwal	X	
Stocco	X	

Board Chair Report – Julaine

- Met with Joe McDonald, Kelsey Echols, and Alyssa to review the terms of Alyssa’s contract, her current workload, and the proportion of time she spends on CMS vs CMES tasks

- Met with Kelsey Echols, Liza Davis, Molly O’Shaunessy, Jean, and Alyssa to discuss current HOS workload, current CMS staffing structure, and how to move forward; some discussion of MCM future leadership plans
- Phone calls, emails, and Zoom meetings to address HR-related issues
- Please consider buying a Cornerstone T-Shirt! They’ve been designed thoughtfully by a 6th year and represent all of the learning environments. If you don’t want a t-shirt, consider donating money for shirts for kids who do not bring in their own money. Every child at CMES gets a shirt regardless of their ability to pay for one.

Next Meeting

Tuesday, May 21st: Annual Meeting at 5:30pm

Tuesday, May 21st: Regular Meeting at 6:00pm

- Education session
 - Dr. Kelsey Leonardsmith (she/they)- She's certified by the American Board of Family Medicine, and currently works at the University of Minnesota & the Family Tree Clinic. She's a graduate of Harvard Medical School and did her residency at Allina Health United Family Medicine. She specializes in gender health and will be talking to us about the use of pronouns, gender identity, and generally what gender affirming care looks like in children. She will also talk about how we as a board can support inclusive policies for folks of all ages and genders as we consider language and actions that affect our students, staff, and community.
- Email Julaine if you have other agenda items

Feedback - what went well?

- Email Julaine

CAROLYN MADE A MOTION TO ADJOURN THE MEETING AT 7:54PM. JEAN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:

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

The CMES Annual Meeting is Tuesday, May 21st, 2024 at 5:30 p.m.

The next CMES Board Meeting is Tuesday, May 21st, 2024 at 6 p.m.

Respectfully Submitted by Sarah Stocco, filling in for Jess Goff, CMES Secretary.