

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL  
BOARD OF DIRECTORS MEETING  
NOVEMBER 18, 2025, TUESDAY – 6:00 P.M.**

**Board Members Present:** Julaine Roffers-Agarwal, Alyssa Schwartz, Carolyn Ganz, Rachel Droogsma, Rohan Chougule, Sarah Stocco, Tom Fendt (6:09pm), Megan Riemer

**Board Members Absent:**

**Other Attendees:** Chris Bewell, Joe Aliperto (Dieci Finance- 6:06pm)

Members attending via Zoom	Reason for attending virtually
Carolyn	Timing conflict
Megan	Family commitments
Rohan	Family commitments and travel distance
Tom	Timing conflict

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

**AGENDA**

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

**Consent Agenda**

- October 2025 Meeting Minutes
- October 26 Board Retreat Notes
- FY25 Annual Report
- HOS Evaluation Committee start of year 2025-26 meeting minutes
- HOS FY26 Annual Goals
- HOS FY26 Professional Development Plan

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

Board Member	Aye	Nay
Chougule	x	
Droogsma	x	
Fendt	ABSENT	
Ganz	x	

Riemer	x	
Roffers-Agarwal	x	
Stocco	x	

### **Approval of Agenda & Declaration of Conflict of Interest**

**SARAH MADE A MOTION TO APPROVE THE EVENING'S AGENDA. MEGAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. THE MOTION PASSED UNANIMOUSLY.**

Board Member	Aye	Nay
Chougule	x	
Droogsma	x	
Fendt	x	
Ganz	x	
Riemer	x	
Roffers-Agarwal	x	
Stocco	x	

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

### **Treasurer's Report - Joe**

- Current enrollment is 135 and ADM is approximately the same
- Cash balance \$282,069 and CD balance \$310,318
- 33% of the way through the year, 22% received, 25% spent
- Grants received: \$30,000 from the St. Paul & Minnesota Foundation
- Holdback is still 10%
- Estimated that \$91,644 is currently being held back from the School which will get paid back during the holdback payments in 2025.
- No donations in October
- More details in reports -

**ROHAN MADE A MOTION TO ACCEPT THE OCTOBER FINANCIALS. CAROLYN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:**

Board Member	Aye	Nay
Chougule	x	
Droogsma	x	
Fendt	x	
Ganz	x	
Riemer	x	
Roffers-Agarwal	x	
Stocco	x	

### **Head of School Report - Alyssa**

- Upcoming events Board members are welcome to attend
  - Cornerstone Café, 12/12 8:30-9:30
  - Contact Alyssa to schedule a time to observe in an environment
- Arranging visits for all Kindergarten staff at other Montessori schools.
- UST Site Visit on December 5th
- Visit from MDE Special Education division in acknowledgment of the strength of our inclusion practices (MN is 40th out of 50 states in inclusion). MDE is very impressed with CMES' inclusion
- Used Chris's vacation as an opportunity to help evaluate targets for administrative task redistribution.

### **Director of Budget Operations - Chris**

- Current Enrollment - 135
- Current applications - 2 new applications!
- Food and Nutrition review: positive review overall; minor corrections
- Resource Management review (has to do with food and nutrition, as well): still in process
- New MN PFML will be going into place on January 1, 2026. Chris feels very confident about MET Life handling it, but there has been a lot of back and forths with the state.

### **Governance Committee**

Policy 703 Fund Balance- wording updates, input from Finance Committee

**CAROLYN MADE A MOTION TO ACCEPT THE REVISED POLICY 703 FUND BALANCE. ROHAN SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:**

Board Member	Aye	Nay
Chougule	x	
Droogsma	x	
Fendt	x	
Ganz	x	
Rierner	x	
Roffers-Agarwal	x	
Stocco	x	

- Board member recruitment:
  - **Current member skill sets?** Financial backgrounds will be rolling off; We need a treasurer & secretary; strategic planning
  - **What do we need our board to look like for future years?**
  - **What would we like to add to our board?** Legal or HR experience;

- **How can we target these skills and interests?** Might be great to have definitions of expertise wanted (for example, what's the more specific skill we're looking for within Healthcare or HR background); could we have an accessibility fund for people to pay for rides to the board meetings or for childcare;

### **Advancement Committee**

- Update on Book Fair: very successful, and very fun! 5 other parent volunteers! Red Balloon: \$1600 in sales in person; online sales \$621. That means CMES gets 15% of sales: \$336.80 all together. For the future, there are things we could do differently, such as having physical books for teacher wishlists; could we do the online wishlists for teachers longer next time?; could teachers do a little recommendation for books to encourage book buying?; could we get Red Balloon credit (which would be more) instead of cash for the school?
- Repair Day: 9 people all together: 5 adults and 4 kids!
- Just a note about volunteers: besides Rachel and Sarah, all of the parent volunteers for book fair and repair day were new parents. This feels like a great opportunity to bolster a culture of volunteering at the school.
- Give to the Max 2025- November 20

### **Equity Committee**

### **Strategic planning/Board Education**

Board Retreat Update:

- **Topic 1: Early Childhood program and working with CMS**
  - Continue to engage with CMS on topics like Pre K, staffing, space requirement and strengthening the partnership. The target is to meet with CMS in January to discuss the future.
  - Quarterly update to the Board
- **Topic 2: Advancement and Marketing**
  - Create annual marketing activity calendar aligned with school and community activities calendar
  - Quarterly update to the Board on calendar activities
- **Topic 3: Board Recruitment**
  - Discussion with the Board during November board meeting
  - Follow up on actions (if any)

### **Board Chair Report – Julaine**

- Alyssa sent a link with a Google Drive folder to deposit all of the materials related to expansion. Please drop all of the materials members have into the drive.
- Staff sent a thank you note for Conference Food! )Extra thanks to Jess, who brought the food to school.)
- Please spread the word about Give to the Max Day on Thursday!

November 2025

- We don't have any pressing issues, so we will cancel the December meeting. Our next meeting will be January 20, 2026.

**RACHEL MADE A MOTION TO ADJOURN THE MEETING AT 7:32 PM. SARAH SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:**

Board Member	Aye	Nay
Chougule	x	
Droogsma	x	
Fendt	x	
Ganz	x	
Riemer	x	
Roffers-Agarwal	x	
Stocco	x	

***The next CMES Board Meeting is January 20, 2026 at 6 p.m.  
Respectfully Submitted by Sarah Stocco, CMES Secretary.***