

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL – ANNUAL MEETING  
TUESDAY, MAY 16, 2023– 5:30 P.M.**

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

**Board Members Absent:** Maisah Outlaw

**Other Attendees:** Chris Bewell, Rohan Chogule

**Meeting Called to Order by Julaine Roffers-Agarwal, Board Chair, at 5:33 pm**

**AGENDA**

**Public Comment Period:**

- Rohan Chogule – potential board candidate, just here to see how the meeting goes, excited, finance background – corporate strategy, etc.

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

Julaine asked if there were any changes to the agenda. None were added.

**JEAN MADE A MOTION TO APPROVE THE EVENING’S AGENDA; CAROLYN SECONDED THE MOTION. THERE WAS NO DISCUSSION. MOTION CARRIED UNANIMOUSLY. THE VOTES WERE:**

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

Based on the approved agenda, Julaine asked if anyone had any conflicts of interest with the evening’s agenda. None were disclosed.

**Announcement of Election Results**

- Chris announced the election results. Twenty-six ballots were cast.  
Slate was:
  - Carolyn Ganz- Community member
  - Jeremy Miller- Community member
  - Sarah Stocco- Parent member
  - Jean Melancon- Community member

**TYLER MADE A MOTION TO ACCEPT THE FOLLOWING ELECTION RESULTS: CAROLYN GANZ AND JEREMY MILLER WERE ELECTED TO THREE-YEAR COMMUNITY MEMBER TERMS, JEAN**

MELANCON WAS ELECTED TO A TWO-YEAR COMMUNITY MEMBER TERM, AND SARAH STOCCO WAS ELECTED TO A THREE-YEAR PARENT MEMBER TERM.

JEAN SECONDED THE MOTION. THERE WAS DISCUSSION OF HOW THIS TURNOUT COMPARED – SIMILAR (26 TO LAST YEAR’S 30). THE MOTION CARRIED UNANIMOUSLY.

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

### **HOS Report – Year in Review – Alyssa**

- This was much more the stable year that we were hoping 2021-22 would be: high staff retention, high student retention, no major incidents or upheavals.
- Started the year with quite a few challenges re Covid (staff and student absences). Haven’t had any cases in several months!
- Successes:
  - Licensed teachers fully staffed, including a full-time math teacher and social worker!
  - Received several grants that were unbudgeted. Academic recovery continues to be consistent.
  - Completed renewal process with UST and received 5-year contract.
  - Community engagement with local non-profits and a return to Going Outs.
- Challenges:
  - Hiring paraprofessionals was difficult (we are not alone in this).
  - Staff absences continued to be high, even after Covid subsided.

### **State of the School Presentation – Julaine**

- Strategic Plan - advancing on all four quadrants
- **Updates from committees**
- **Finance Committee - Jean**
  - Solid finances, meeting cash reserves goal, good indicators for any future loan applications
  - Consolidating all funds to Northeast Bank for improved interest and level of banking service
  - Continued use of Covid-related funds for specific expenses
  - Longer range financial planning, various “what if” scenarios

- Governance Committee – Julaine Roffers-Agarwal, Chair
  - Continual review of all policies, continuous 3-year cycle
  - Succession planning to ensure a well-rounded skill set on the Board
  - Board Education – various topics, with a focus on CMES specialist teachers
  
- Advancement Committee – Tyler Bouwens, Chair
  - Revised committee charter, including name change
  - Continued ESABA connections
  - Establish a schedule and priorities for grant writer
  
- HOS Evaluation Committee - Jane Reilly transition to Carolyn Ganz, Chair
  - Transitioned from Jane to Carolyn as chair, also from Molly O'Shaughnessy to Joe McDonald participating from MCM
  - 5th year administering end-of-year family surveys

#### Equity Task Force – Sarah

- Released summary of equity audit results to community
- Identified new equity consultant
- Initiated year long leadership residency for 2 CMES staff members and 1 CMS staff member

#### School Expansion Task Force – Julaine

- Investigated various options for expansion
- Determined that CMES is not ready for expansion at this time
  
- Noteworthy
  - Head of School – 5 years - Alyssa Schwartz, since 2018
  
- Ongoing plans

#### Other Business

None

#### Adjourn

**CAROLYN MADE A MOTION TO ADJOURN THE MEETING AT 5:56 PM. SARAH SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE AS FOLLOWS:**

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

***Respectfully Submitted by Jess Goff, CMES Secretary.***