

# Cornerstone Montessori Elementary School

Governance Committee Meeting Minutes (minutes in orange)

Tuesday, November 30, 2021, 5:30 p.m. Online

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

## AGENDA

- 1) Call Meeting to Order 5:47 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:
      - (a) 203 Consent Agenda (due 1/22/22, Jean reviewing) no changes
      - (b) 206 Public Comments at Board Meetings (due 1/22/22, Jean reviewing) small change
      - (c) 406 Public and Private Personnel Data (due now- 3/20/21, Chris reviewing) small change- insert HOS title and school phone number as responsible person
      - (d) 506 Behavior and Dismissal (due 11/20/21, Maisah reviewing) Julaine will review and ask Alyssa when she would like to review
      - (e) 511 Fundraising (due 11/20/21, Jean reviewing) no changes
      - (f) 514 Bullying Prohibition (due 11/20/21, Maisah reviewing) Julaine will review and ask Alyssa when she would like to review
      - (g) 533 Wellness (in need of revision to add language to fulfill requirements from 2021 Omnibus bill, Chris reviewing) Chris will work with Alyssa to revise after she returns from leave, will also revise the Parent Handbook language so it does not conflict
      - (h) 691 Inclusive Education Program (due 11/20/21, Maisah reviewing) Julaine will review and ask Alyssa when she would like to review
    - ii)
      - (1) Policies in need of updating (approaching 3 years since last reviewed):
        - (a) 513 Acceleration and Retention (due 1/22/22) Julaine will review and ask Alyssa when she would like to review
        - (b) 410 Family and Medical Leave (due 4/16/22) Julaine will send to Kraus-Anderson HR for review in January
        - (c) 410.1 Extended Family and Medical Leave (due 4/16/22) Julaine will send to Kraus-Anderson HR for review in January
        - (d) 516 CMES Student Medication (due 6/11/22)
        - (e) 524 Internet Acceptable Use and Safety (due 6/22/22) reviewed annually
        - (f) Staff Sabbatical Program- Jess Goff offered to look for policies from other schools, etc., and bring to Governance for review
      - (2) For long-term future planning: What policies would need to be put in place for Jr High?
- 2) 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
    - 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 will present full report to the board when complete (Feb, at joint board meeting)
  - xiv) \*\*AMI consultant (Carol Hicks will be in town over April 19, 2022 board meeting)- topics she recommends based on our strategic initiatives **discussed, will ask Alyssa to request that this happen at April 19 meeting.**
  - xv) \*\*Page MN Constitutional Amendment (proposed) or Alan Page foundation efforts- **not a great topic until the amendment passes, potentially autobiography as a book club book**
  - xvi) \*\*Ember Reichgott Junge book on history of charter school law in MN, ppt **other topics are more important for our board at the moment**
- 3) Next Meeting
- a) Tuesday January 25, 2022 at 5:30 pm (Zoom link)
- 4) Any other business
- a) **December board meeting is unnecessary so will cancel.**
  - b) **January strategic retreat date- Jean will send out survey to board members asking if people are available January 29 or February 5, 2022. May cancel regular February board meeting.**
- 5) Adjourn **6:50 pm**