

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL  
BOARD OF DIRECTORS MEETING – VIRTUAL ONLY DUE TO WEATHER  
FEBRUARY 21, 2023 TUESDAY – 6:00 P.M.**

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

**Board Members Absent:** Tyler Bouwens

**Other Attendees:** Chris Bewell, Mara Johnson, Jeremy Miller, Joe Aliperto from Dieci Finance (6:10), Mike Oxbig, Penny, Jenna Tolls

**Meeting called to order by Julaine Roffers-Agarwal, Board Chair, at 6:06 pm.**

**AGENDA**

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

- Jeremy Miller – potential board member, heard from Jean, works at accounting firm, touring with Alyssa soon
- “Mike Oxbig” – no comments (left shortly after this time)
- “Jenna Tolls” – no comments (left shortly after this time)
- “Penny” – no comments (left shortly after this time)
- Mara Johnson – UE teacher -just here to observe

**Consent Agenda**

- HOS Midyear meeting summary
- January 2023 Meeting Minutes

**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 ABSENT		
Ganz	x	
Goff	x	
Melancon	x	
Outlaw	x	
Roffers-Agarwal	x	
Stocco	x	

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

**MAISAH 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 ABSENT		
Ganz	x	
Goff	x	
Melancon	x	
Outlaw	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 Aliperto, Dieci Finance**

- Strong healthy cash balance – no concerns
- There have been several Federal grants through the CARES/CRRSA/ARP Acts. The Finance Committee is working on a budget revision to determine what amount of these grants will be spent in FY23 and if there will be the ability to use remaining funds in future years.
- The school received a grant from Prairie Care for \$6,605 to be used towards recess equipment. The school has also received a \$20,000 grant from the O'Shaughnessy Foundation, \$30,000 from the St. Paul & Minnesota Foundation for Summer School, and \$10,000 from the Vanguard Charitable Fund. The summer school grant has been recognized as Deferred Revenue as it is specific to programming that will occur starting in July.

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

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

**CAROLYN MADE A MOTION TO ACCEPT THE JANUARY DONATION OF \$100. JESS SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:**

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

#### REVISED BUDGET

- Changes to reflect more accurately what is happening
- Some updates to SPED and grant budgets, just realigned to make it match what is happening
- Federal funding – slightly different than estimated
- Increasing ESSER II funds used (learning loss)
- ESSER III carried forward to next year’s budget – these expire September 30, 2024
- Adjustments for grants, etc
- Not a large net impact overall, mostly just a rebalancing to make the budget adjust to be in line with what has occurred and how funds will be used this school year, trying to ensure everything is reflecting reality and plans
- Overall, ensuring we have a break-even budget
- Budget now showing 32% fund balance
- Hoping for a solid audit and then time to discuss next year’s budget!

**JEAN MADE A MOTION TO APPROVE THE REVISED 22-23 BUDGET. SARAH SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:**

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

### **Update about Employee Retention Credit**

- Still waiting, but Joe knows of two schools that have received checks
- Timeline has moved from 4-6 weeks to 4-6 months, so hoping to have money by year end, there will be interest on the credit as well
- Joe hasn't heard of any denials or audits so far.

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

- School operations
  - o Big news is that we are on the way to three snow days, unexpected, but hope to be back to normal on Monday
  - o AMI Global visit – sad to need to be cancelled (unlikely to be rescheduled unfortunately)
    - Still opportunity to hear Lynne's talk via zoom on Thursday evening
  - o Busy time of year – conferences coming up, spring break, testing, etc, etc and then end of year!

### **Director of Business Operations – Chris Bewell**

- Enrollment is 143 right now – gained an LE child of a new staff member. This leaves us at a 141.6 ADM right now. We are budgeting for 141 so are in good shape – may receive extra funds from MDE at the end of the year then.
- Enrollment applications for 23-24 are coming in, we are continuing to try to spread the word
  - o Kindergarten – 19
  - o 1st Grade (6)
  - o 2nd Grade (1)
  - o 3rd Grade (2)
  - o 5th Grade (1)

### **Equity Task Force Update – Sarah and Alyssa**

- o Embracing Equity contract signed (and used Equity funds in existing budget for deposit) for Leadership Residency for 3 individuals
  - 2 from CMES
  - 1 from CMS (MCM has agreed to pay)
- o Presented proposal to MCM and they are interested in participating but have not determined their financial contribution yet
- o Asked Embracing Equity to extend deadline for remaining portions of proposal; they agreed to new June 30 deadline
- o Sarah went to the special finance meeting to understand fund balance, how to budget for this work, etc.
- o There is a need for a larger budgeting conversation – maybe at our retreat this weekend

- MCM is at the beginning of their strategic planning process rather than in the middle as we are – they would like to have all of 1611 staff included, but aren't sure what that would look like exactly yet.
- Equity committee plans – more talk in the future

### **Governance – Julaine**

- Talking about having different people shift around their committee involvement
  - Carolyn – moving to working with HoS and Finance Committee
  - Tyler – moving into work with Development Committee
- Board education experience – rather than book club with all same book, maybe reports 2-3 times per year some members could report on relevant further education – members seemed generally positive about this way of refocusing

### **Board Chair Report**

- CMES Board Retreat!
  - This Saturday February 25 at 9:30

### **Suggested Agenda Items for Next Board Meeting**

### **Feedback – what went well, etc?**

- Zoom bombing was strange, but over quickly

### **Adjourn**

**Carolyn MADE A MOTION TO ADJOURN THE MEETING AT 7:06 PM. Maisah SECONDED THE MOTION. THERE WAS NO DISCUSSION. THE MOTION PASSED UNANIMOUSLY. THE VOTES WERE:**

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

***The next CMES Board Meeting is Tuesday, March 21<sup>st</sup>, 2023, 6 p.m.***

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