

Cornerstone Montessori Elementary School

Governance Committee Meeting Minutes (minutes in blue)

Tuesday, March 29, 2022, 5:30 p.m. Online

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

AGENDA

- 1) Call Meeting to Order 5:34 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) 514 Bullying Prohibition (due 11/20/21) Julaine is working with Alyssa to revise. May revamp by adapting MDE model policy as the current model policy works better than the current version
 - (b) 526 Hazing (due 1/22/22) Realized this also needs revision. Alyssa and Julaine reviewing.
 - (c) 533 Wellness (in need of revision to add language to fulfill requirements from 2021 Omnibus bill, Chris reviewing)
 - ii) Potential new policy discussion
 - (a) Staff sabbatical policy- Julaine is working on this, will bring draft to April meeting
 - iii) Policies in need of updating (approaching 3 years since last reviewed):
 - (a) 410 Family and Medical Leave (due 4/16/22) Julaine sent to Kraus-Anderson and got their feedback on the policy along with 410.1. Need to revise mentions of FMLA as CMES is not subject to FMLA. [Chris will start looking at this and give revisions to full committee around April board meeting so we can review and discuss at April Governance meeting](#)
 - (b) 410.1 Extended Family and Medical Leave (due 4/16/22) [Chris will start looking at this and give revisions to full committee around April board meeting so we can review and discuss at April Governance meeting](#)
 - (c) 516 CMES Student Medication (due 6/11/22)
 - (d) 524 Internet Acceptable Use and Safety (due 6/22/22) **reviewed annually**
 - b) For long-term future planning: What policies would need to be put in place for Jr High?
 - c) Update to Bylaws/Articles of Incorporation to conform to Charter School law [Jean will research these changes](#)
- 2) Discussion of election process [Jean discussed board responsibilities with parent board candidate, no response from community board candidate, also discussed with teacher candidate](#)
- 3) Education (orientation, ongoing education, etc.)
 - a) Education for next board meeting-
 - 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 about elected officials for the area- who represents us in the area at different levels, who we contact for what

- ix) Presentation and discussion of who CMES families are (number of homeless, travel times to CMES, location, demographics, etc)
 - x) 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
 - xi) Follow up review to page 2 terms for Financial Statements after they are distributed for a month or two.
 - xii) Equity consultant will present full report to the board when complete (April, at joint meeting with MCM)
 - ~~xiii) AMI consultant (Carol Hicks will be in town over April 19, 2022 board meeting) – topics she recommends based on our strategic initiatives higher cost than expected. Have decided not to ask her to present~~
 - xiv) MACS primer on how to represent a charter school- April 2022
- 4) Next Meeting
 - a) Tuesday, April 26, 2022 at 5:30 pm (Zoom link)
 - 5) Any other business
 - 6) Adjourn 6:17pm