

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL
BOARD OF DIRECTORS MEETING
MAY 19, 2026, TUESDAY – 6:00 P.M.**

Board Members Present: Julaine Roffers-Agarwal, Alyssa Schwartz, Carolyn Ganz, Rachel Droogsma, Rohan Chougule, Sarah Stocco, Tom Fendt, Megan Riemer

Board Members Absent:

Other Attendees: Chris Bewell, Joe Aliperto (Dieci Finance- 6:37pm)

Members attending via Zoom	Reason for attending virtually
Rohan	Too tight of time to get to meeting from work
Sarah	Had to be at her child's activity
Rachel	Had to be at her child's activity
Megan	

Meeting called to order by Julaine Roffers-Agarwal, Board Chair, at 6:15pm.

AGENDA

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

Gina Rippl: Observing the meeting as a parent and potential board member

Jenna Oakley: Observing the meeting as a community member. Knows Alyssa through Wilder, and possible board member for next year.

Consent Agenda

- March 2026 Board meeting minutes
- April 2026 Board meeting minutes
- Spring 2026 UST site visit email

CAROLYN MADE A MOTION TO ACCEPT THE CONSENT AGENDA. RACHEL SECONDED THE MOTION. THERE WAS NO FURTHER 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	

Approval of Agenda & Declaration of Conflict of Interest

ROHAN MADE A MOTION TO APPROVE THE EVENING'S AGENDA. TOM 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.

ANNUAL MEETING

Elections

All three candidates were elected. Gina Rippl, Parent Member (3 year term); Jenna Oakley, Community Member (3 year term); Jessica Hietala, Parent Member (2 year term).

Approval of candidates

CAROLYN MADE A MOTION TO APPROVE THE ELECTED CANDIDATES. MEGAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. THE MOTION PASSED UNANIMOUSLY.

New board members will start their terms July 1st.

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

Alyssa's Year in Review

- Two staff members completed AMI training

- Five staff on track to complete the LETRS training (new science of reading requirements) by the end of the year
- Two staff members have started their LETRS training
- Difficult year overall, between Metro Surge, facilities challenges, and staffing challenges, however, we continue to have strong relationships with families and strong staff retention

Advancement

- Purchased CMES swag, tabled with swag at community events
- Coordinated increased activities at the Fall Festival
- Generated a list of parent volunteers interested in helping plan and execute events (Fall Fest, book fair, tabling, etc)
- Planned and implemented a Red Balloon book fair at Cornerstone, raised funds for the school
- Consulted with Meg Haley about newsletters and marketing
- Advertised open enrollment in community newsletters and purchased a banner to display outside the school
- Planning summer, fall community outreach

Finance

- Reviewed CMES finances and cash flow monthly with our outside accountant, Head of School and Director of Business Operations
- Updated and revised CMES Fund Balance Policy which, among others, specifies required Board actions if the Fund Balance is too high or too low based on desired percentage
- Actively invested idle cash in Certificates of Deposit earning much-needed additional funds;
- On target to meet deadlines for approving current year budget adjustments and 2026-27 School Year Budget, forwarding to full Board for approval.

Governance

- Planned and facilitated fall Board retreat
- Recruited two new parent Board members and one new parent Board member
- Continued with three year policy review cycle

Main Board Meeting transitioned at 6:31pm

Treasurer's Report - Carolyn, Chris, Joe (joined at 6:37pm)

- Current enrollment is 139 and ADM is 135 We are budgeted for 135,

- Cash balance \$298,790 and CD balance \$310,318
- 83% of the way through the year, 76% received, 76% spent
- Grants: \$30,000 from the St. Paul & Minnesota Foundation for General Operations
- Holdback is still 10%. \$244,566 is currently being held back from the School which will get paid back during the holdback payments in 2026.
- There were no donations noted in the month of April. Total donations for the year are \$5,540.35.
- More details in reports

CAROLYN MADE A MOTION TO ACCEPT THE APRIL FINANCIALS. 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	
Riemer	x	
Roffers-Agarwal	x	
Stocco	x	

- Donations - NO DONATIONS IN APRIL

UPDATE: MDE Special Education transportation clawback. The state took back \$51,000 for transportation & tuition billing; The state caused the error, so we didn't do anything wrong; it just wasn't billed/allocated correctly.

Head of School Report - Alyssa

- Forest Lead guide hired for 2026-27! Her name is Libby and she has a background in adolescent education, knows a lot about Montessori, but isn't trained. Sara Wade will help with Montessori lessons. Everyone is very excited about her!
- Continuing enrollment push at community events
- Upcoming events Board members are welcome to attend
 - Ice Cream Social: June 5, 4-5:30pm
 - Kindergarten Fly-Up: June 10: 11am
 - Sixth Year Honoring Ceremony: June 10: 1:30pm (at First Hmong Assembly on Geranium)
 - Contact Alyssa to schedule a time to observe in an environment

Director of Budget Operations - Chris

- Current Enrollment - 139 children enrolled currently
- Current applications: 2 new applications since the lottery, possibly more to come.

- MCA's are done!

Governance Committee

- One community member candidate reconsidered being on the ballot just before the ballot was finalized
- Open seats as of now: 3 community members
- Need a new Board secretary: main responsibilities of Board Secretary are to take minutes during Board meetings, ensuring that specific items are included in minutes
- Jess created a template for taking minutes during a standard Board meeting. Sarah has continued using it this year
- Need a new Board Treasurer: From the Bylaws:
- TREASURER. The Treasurer shall keep accurate financial records for the School. The Treasurer shall endorse and deposit money, drafts, and checks in the name of the School; disburse the funds of the School as ordered by the Board, making proper vouchers therefore; and perform any other such duties as may from time to time be prescribed by the Board of Directors or by the Board Chair. The Treasurer may, with board approval, delegate the day-to-day financial operations of the School to another person. Monthly, or upon board request, the Treasurer shall provide the Board with an account of transactions and of the financial condition of the School. The Treasurer shall also serve as the Chair of the Finance Committee.
- As a practical matter, the day-to-day operations and official record keeping are delegated to the Head of School, the Director of Business Operations and our outside accounting firm.

Board Chair Report – Julaine

- Calendar scheduling link was emailed out today to set up one on one discussion with Julaine; please try to schedule by Friday, June 5
- 2025-26 Whole Board Evaluation survey link has been sent out; please complete by Wednesday, June 3.
- Alyssa and Julaine attended the MACS Innovation Awards. Alyssa was one of 3 finalists, and while ultimately she did not win, it was an honor to be a finalist and a fun celebration to attend.

ROHAN MADE A MOTION TO ADJOURN THE MEETING AT 7:06 PM. RACHEL 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	
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*The next CMES Board Meeting is June 16, 2026 at 6 p.m.
Respectfully Submitted by Sarah Stocco, CMES Secretary.*