



Casa Esperanza Montessori
Minutes of the Board of Directors Regular Meeting
September 15th, 2016 - 6:00 p.m.

The following are minutes of the meeting of the Board of Directors of Casa Esperanza Montessori School Incorporated, a North Carolina non-profit corporation, (the "School"), held in the teacher's lounge at the school at the time and date noted above.

Member	Present	Absent
Awamary Khan Chair		X
Michel Miller Vice Chair	X	
Luke Simmons Treasurer	X	
Traci Tucker- Cortez	X	
Laura Dupre	X	
Chip Shankle	X	
Krisy Sims		X
Ibis Nunez Head of School	X	

Also present at the meeting were Samuel Coronado, Christina Riordan, Anna Foley, Molly Blanchard, Jenny Goguen, Erin Huckel, and Cindy Appley.

Proper notice having been given and a quorum of directors being present the meeting was called to order by Ms. Miller at 6:03pm.

I. WELCOME

Mrs. Miller welcomed everyone and Ms. Riordan read the Ethics Statement reminding Board members to recuse themselves if necessary.

II. CLOSED SESSION

Ms. Miller motioned to move into closed session in accordance with: NC Gen. Statue 143-318.11(a) (6) to discuss personnel and student topics Mr. Simmons motioned to second and all approved; 5-0

Mr. Simmons motioned to resume Open Session, Ms. Miller motioned to second; all approved the motion was passed 5-0.

III. CONSENT AGENDA

The August meeting minutes, and financials, and HOS report were presented to the board. Mrs. Miller motioned to approve the consent agenda, Ms. Dupre motioned to second, and all approved; 5-0

IV. PUBLIC COMMENT

No public comments

V. ANNOUNCEMENTS

Save the Date for Viva Casa has been sent out and parents are receiving them in the mail.

VI. NEW BUSINESS

- i. Mission Statement: DPI returned Casa's requested revisions to the mission statement. They asked that we remove public charter and private preschool from the statement. Ms. Cortez made motion to make the revisions to the Mission Statement. Ms. Dupre seconded and all approve; 5-0
- ii. Ms. Cortez has agreed to be Secretary because Ms. Goguen has stepped down from the Board. Ms. Miller made a motion that Ms. Cortez will be the new secretary. Mr. Simmons seconded all approved; 5-0.

- iii. Board Affairs presented a revised committee description. It was suggested that all committees follow this format.
- iv. Policy revisions: Parent/Student Handbook, Attendance policy, Uniform Policy, Late Pick-up Policy, Early Release Policy, End of Grade Test Policy.
Attendance Policy: Ms. Miller made a motion to pass revisions to the Attendance Policy.
Ms. Dupre seconded and all approved. 5-0
Uniform Policy: Ms. Cortez made a motion to approve the revisions to the Uniform Policy.
Ms. Miller Seconded and all approved. 5-0
Late Pick-up Policy: Mr. Simmons made a motion to approve revisions to the Late Pick Up Policy. Ms. Miller Seconded and all approved; 5-0
Early Release policy: Ms. Cortez made a motion to approve revisions to the Early Release Policy. Mr. Simmons seconded and all approved; 5-0
End of Grade Test Policy: Ms. Cortez made a motion to approve revisions to End of Grade Test Policy. Ms. Dupre Seconded and all approved; 5-0
Parent/Student Handbook: Ms. Miller made motion to pass revisions to the Parent Student Handbook. Ms. Cortez seconded and all approved; 5-0
- v. EOG Testing update: Sr. Coronado presented information about Casa's EOG results from the 2015-2016 SY.


VII. COMMITTEE REPORTS

- i. Board Affairs- Committee description is being revised. We have two new potential board members.
- ii. Strategic Planning- met on September 8th. The committee is meeting again on October 19th.
- iii. Finance and Human Resources- Financials were discussed. Job evaluations for classified staff were discussed.
- iv. Development and Communications- Viva Casa! Save the Date information went out to parents yesterday. Sponsorship opportunities are available. Teachers are invited to come. The new website is in the final stages.
- v. Maintenance Committee: After a safety inspection, some of the playground structures were removed.


Mr. Shankle motioned to move into closed session in accordance with: NC Gen. Statue 143-318.11(a) (6) to discuss personnel and student topics Mr. Miller motioned to second and all approved 5-0.

Ms. Miller motioned to resume Open Session, Ms. Cortez motioned to send; all approved and the motion was passed, 5-0.

At 8:00pm Ms. Cortez motioned to adjourn the meeting, Ms. Dupre seconded the motion to adjourn, and all approved and the motion passed, 5-0.



Awamary Khan, Board Chair



10/20/2016 Traci Cortez, Board Secretary