



**Casa Esperanza Montessori**  
a dual-language charter school and preschool community

**Minutes of the Board of Directors Regular Meeting**  
**Date: 6:00PM, 20 December 2012**

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

<u>Member</u>	<u>Present</u>	<u>Absent</u>
Zachary Donahue		X
<u>Chair</u>		
<u>Michel Miller</u>	X	
<u>Vice Chair</u>		
Chris Morgan	X	
<u>Treasurer</u>		
Kate Griffith		
<u>Secretary</u>	X	
Mary Kahn	X	
<u>Member at Large</u>		
<u>Luke Simmons</u>		X
<u>Member at Large</u>		
Chip Shankle	X	
<u>Member at Large</u>		
Diana Bush	X	
<u>Head of School (HOS)</u>		

Also present at the meeting were Casa staff members, Lynne Hudson, Nissa Bennett, Anna Foley and 1 parent.

Proper notice of the meeting having been given and a quorum of directors being present, **Ms. Miller called the meeting to order at 6:03p.m.**

I. Welcome

Ms. Miller welcomed everyone; Kate Griffith read the ethics statement reminding Board members to recuse themselves if necessary.

II. Consent Agenda

Ms. Griffith made a motion to approve the consent agenda which includes current financials, HOS report, and committee reports. Mr. Shankle seconded and all approved 5-0.

I. Announcement

A. Chris Stanford resigned his position and the position has been posted on the website

B. Walk up procedure was changed and parents were notified via email

II: New Business:

A. Mr. Morgan made a motion to accept the 990 as filed by finance director of the school. Mr. Shankle seconded and all approved 5-0.

B. Ms. Griffith made a motion to allow the administration to inform DPI of Casa's intent to increase enrollment by 20%. Mr. Morgan seconded and all approved 5-0.

C. Ms. Miller made a motion to accept private program rates as submitted by administration. Mr. Shankle seconded and all approved 5-0.

D. Mr. Shankle made a motion to accept the contract for the background check agency as submitted to the board. Mr. Morgan seconded all approved 5-0.

E. Mr. Morgan made a motion to accept the revised job description of reading/writing instructor as presented to the board. Ms. Miller seconded and all approved 5-0.

F. Ms. Kahn made a motion to approve the full time science/math teacher position as presented to the board. Mr. Miller seconded and all approved 5-0.

G. Ms. Kahn made a motion to approve the revised budget as presented to the board. Mr. Morgan seconded and all approved 5-0.

H. Mr. Morgan made a motion to approve the option of offering the state health insurance plan to part time employees working 20 hours or more per week. Ms. Griffith seconded all approved 5-0.

I. Mr. Morgan made a motion to accept the changes as presented to the board in the employee salary recognition policy regarding masters degrees with a note that all bullet points in the criteria must meet. Ms. Kahn seconded and all approved 5-0

III: Public Comment:


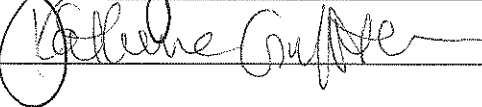
No motions were made

VI. Committee Reports

No motions were made.

VII. Time and Place of Next Board Meeting

The Board will hold its next meeting at 6PM on 17 January 2012. This regular meeting of the Board was adjourned at 6:58 PM.

 / 24 JAN 23 Zachary Donahue, Board Chair  
 1/24/13 Kate Griffith, Board Secretary