



**Casa Esperanza Montessori**  
**Minutes of the Board of Directors Regular Meeting**  
**March 23rd, 2017 - 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 (half of meeting)	
Traci Tucker-Cortez	X	
Laura Dupre	X	
Chip Shankle	X	
Krisy Sims	X	
Ibis Nunez Head of School	X	
Cindy Appleby		X

Also present at the meeting were Christina Riordan, Anna Foley, Molly Blanchard and Donna Rosco.

Proper notice having been given and a quorum of directors being present the meeting was called to order by Ms. Khan at 6:04pm.

**I. WELCOME**

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

**II. CONSENT AGENDA**

Ms. Miller motioned to approve the February 23, 2017 Meeting Minutes and the February financials. Mr. Simms seconded and all approved 8-0.

**III. PUBLIC COMMENT:**

**Seth Wood:** Read letter expressing concern with the number of staff who have left in the middle of the school year.

**Lillian Zeitouni and Freya Walker** presented a letter with a list of recommendations compiled by several parents for the board to consider to strengthen its relationship with stakeholders.

**IV. ANNOUNCEMENTS**

There were no announcements.

**V. CLOSED SESSION**

Mr. Shankle motioned to move into closed session for a personnel issue in accordance with: NC Gen. Statue 143-318.11(a) (6) Mr. Simms seconded and all approved 8-0.

Ms. Khan made a motion to come into open session. seconded and all approved 8-0

**VI. NEW BUSINESS**

- HOS Report: Sra. Nunez presented her Head of School Report.
- Full-time Reading Specialist/Testing Coordinator: Ms. Khan made a motion to approve the full-time reading specialist/testing coordinator position. Mr. Shankle seconded and all approved; 7-0
- Media Special Assistant hours increase: Ms. Foley informed the board that they are adding 10 hours to the Media Center Assistant's position.
- Computer Science Intern: This new position would assist in teaching the MG students technology for the rest of the year. Ms. Miller made a motion to accept the position. Ms. Simms seconded and all approved; 7-0.

**VII. COMMITTEE REPORTS**

- i. Strategic Planning- The committee has completed the Strategic Plan tracking guide. The board will make that available to the public after revisions have been completed.
- ii. Board Affairs-Chair not present to report
- iii. Development and Communications-
  - a. Mariposa Fund kick off took place on March 2<sup>nd</sup>. We had over a hundred people in attendance. Our goal is \$80,000 and at this time we have \$51,000. We have received 25% participation so far.
  - b. Ms. Khan is facilitating a breakfast in April with some Business leaders from the Latino Community. The leaders include members of the Hispanic chamber of commerce, the city of Raleigh, BB & T and the Mexican consultant.
  - c. The school met with a BB & T representative a few weeks ago and applied for a \$5,000 grant for the playground.
- iv. Maintenance Committee- Mr. Shankle is working with the staff concerning some issues with bathroom cleanliness. Mr. Shankle will be working with staff and formulating an email to go out to parents to partner with the school to encourage students to respect our environment.
- v. Facilities Committee: Mr. Shankle will have a meeting next week with interested participants.

Ms. Miller made a motion to adjourn at 8:39pm. Mr. Shankle seconded and all approved 5-0.



4/27/17

Awamary Khan, Board Chair



4/27/17

Traci Cortez, Board Secretary