



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

Minutes of the Board of Directors Regular Meeting
Date: 6:00PM, 16 May 2013

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	
<i>Chair</i>		
<i>Michel Miller</i>		
<i>Vice Chair</i>	x	
Chris Morgan	x	
<i>treasurer</i>		
Kate Griffith	X	
<i>secretary</i>		
Luke Simon	X	
<i>Member at large</i>		
Chip Shankle	X	
<i>Member at large</i>		
Mary Kahn	X	
<i>Member at Large</i>		
Diana Bush	X	
<i>Head of School (HOS)</i>		

Also present at the meeting were Casa staff members, and parents.

Proper notice of the meeting having been given and a quorum of directors being present, **Mr. Donahue called the meeting to order at 6:0 p.m.**

I. Welcome

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

II. Consent Agenda

Mr. Donahue made a motion to approve the consent agenda which includes current financials, committee reports. Mr. Shankle seconded and all approved 6-0.

I: New Business:

A. Mr. Morgan made a motion to accept administrative contracts as presented to the board (HOS, receptionist, AP/AR, HR & Payroll, Power School, and Childcare Coordinator) Mr. Simons seconded. Motion was approved 6-0 as Mr. Donahue abstained.

B. Mr. Donahue made a motion to accept all new employee job descriptions as presented to the board which included Media and Technology Director, Middle Grades Spanish Teacher, Media Assistant/Student Accounting Specialist, Accounting Specialist. Mr. Morgan seconded and all approved 7-0.

C. Mr. Donahue made a motion to accept the three hiring checklists as presented to the board. Mr. Morgan seconded and motion was approved 7-0.

D. Mr. Donahue made a motion to approve the contract with current auditing firm

for the next year Ms. Kahn seconded and all approved 7-0.

E. Ms. Miller made a motion to approve contract with new company for Dental, Life, and Vision as presented to the board. Mr. Simmons seconded and all approved 7-0.

F. Mr. Morgan made a motion to go to closed session at 6:45PM. Mr. Shankle seconded and all approved 7-0.

G. Mr. Morgan made a motion to approve contact for school finance and development director. Mr. Simon seconded and all approved 7-0.

II: Public Comment:

III. Announcements:

A. Anna Foley reviewed acceptance of teacher contracts to the board.

B.

C.

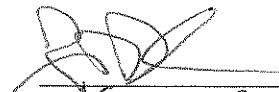
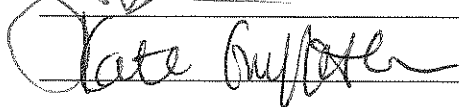
VII. Committee Reports

No motions were made

The Board returned from open session at 8:45PM

VIII. Time and Place of Next Board Meeting

The Board will hold its next meeting at 6PM on 20 June, 2013. This regular meeting of the Board was adjourned at 9:47 PM.

 _____ 15.13.31 Zachary Donahue, Board Chair
 _____ 15.31.13 Kate Griffith, Board Secretary