



**Casa Esperanza Montessori**  
**Minutes of the Board of Directors Regular Meeting**  
**Date: September 18, 2014 - 6:00 p.m.**  
**Location: Teacher's Lounge**

The following are the minutes of the meeting of the Board of Directors at 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.

<b>Member</b>	<b>Present</b>	<b>Absent</b>
Luke Simmons <i>Chair</i>	X	
Michel Miller <i>Vice-Chair</i>	X	
Mary Khan <i>Treasurer</i>	X	
Jenny Goguen <i>Secretary</i>	X	
Chip Shankle <i>Member at large</i>	X	
Diana Bush <i>Head of School (HOS)</i>	X	

Also present at the meeting were: Samuel Coronado, Anna Foley, Christina Riordan, Molly Blanchard, and multiple parents.

Proper notice of the meeting having been given and a quorum of directors being present, **Mr. Simmons called the meeting to order at 6:05 p.m.**

**I. Welcome**

Mr. Simmons welcomed everyone; Mrs. Riordan read the ethics statement reminding Board members to recuse themselves if necessary.

**II. Consent Agenda**

The August 28th minutes will be approved at the October 30th meeting. Mr. Simmons made a motion to approve

the Financials and HOS report as presented to the Board. Mr. Shankle seconded and all approved 5-0.

**III. Public Comment**

No public comments were made.

**IV. Announcements**

1. The School had to purchase a new HVAC, but saved over \$12,000 on the potential cost due to the way the lease was negotiated. The board would like to thank Chris Morgan and Bill Sandridge for making this possible.

**V. New Business**

1. A Casa family has offered to gift stock to the school. Casa does not currently have a stock acceptance policy. The Board has been asked to approve an account to accept stock gifts with Mrs. Riordan managing the account. Mrs. Miller made a motion to approve the account. Mr. Simmons seconded and all approved 5-0.

2. A new substitute teacher description was created for the 2013-14 school year. Mr. Simmons made a motion to approve the new description. Mr. Shankle seconded and all approved 5-0.
3. Krystal Gamage's new teacher contract was presented to the board. Mrs. Miller made a motion to approve the teacher contract. Mrs. Khan seconded and all approved 5-0.
4. 2014-15 budget will go back to committee for review.
5. Salary scales will be voted on once Wake County makes their pay scales public.

#### **VI. Committee Reports**

1. Board Affairs: The committee is discussing board recruitment and 2015-16 Chairman replacement. The Board is also conducting self-evaluation and some members are attending Board training- including charter schools training. Will create "help wanted" flyers for board recruitment.
2. Strategic Planning: Did not meet in September. Will meet in October.
3. Finance: Reviewing the current budget.
4. Human Resources: Formulated goals for the year. All other points were previously discussed and voted on in this BOD meeting.
5. Development & Communications: Approved 5 fundraisers. Needs to formulate goals for the year. Will also be working on external marketing. All other points were previously discussed and voted on in this BOD meeting.
6. Maintenance: Trying to finish projects around the school. Looking for parents to help with painting classroom interiors. Staff and volunteers have been doing an awesome job. Have had 2 professionals assess our drainage issues in the playground.

At 7:16 p.m., Mrs. Miller made a motion to go into closed session for a confidential personal matter [under NCGS 143-318.11(a)(6)]. Mrs. Goguen seconded and all approved 5-0.

Mrs. Miller made a motion to return to open session. Mr. Shankle seconded and all approved 5-0.

The Board returned to open session at 7:46 p.m.

No open items remained. No votes in closed session.

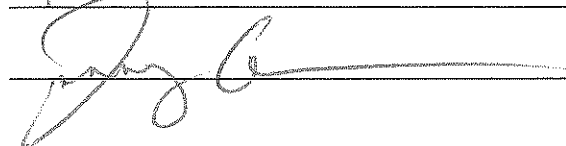
#### **VII. Time and Place of Next Board Meeting**

Mrs. Goguen made a motion to adjourn. Mr. Simmons seconded and all approved 5-0.

The Board will hold its next meeting at 6:00 p.m. on October 30, 2014. This regular meeting of the Board was adjourned at 7:47 p.m.



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Luke Simmons, Board Chair



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Jenny Goguen, Board Secretary