



**Casa Esperanza Montessori
Minutes of the Board of Directors
November 16th, 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 at " ", held in the teacher's lounge at the school at the time and date noted above.

Member	Present	Absent
Awamary Khan Chair	X	
Norma Quinones Vice Chair		X
Allen Cannedy	X	
Traci Tucker- Cortez	X	
Geraldo Orbando		X
Seth Wood	X	
Alice Ward Treasurer	X	
Mike Slipsky	X	
Krisy Sims	X	
Monique Taylor	X	
Cindy Appleby Secretary	X	
Ibis Nunez Head of School	X	

Also present at the meeting were Anna Foley and Barbara Cooke.

Proper notice having been given and a quorum of directors being present the meeting was called to order by Ms. Khan at 6:00.

I. WELCOME

Mrs. Khan welcomed everyone. Introductions around the room by all present.

Conflict of interest statement read and presented along with mission statement.

II. CONSENT AGENDA

Ms. Khan motioned to approve the minutes from October meeting, pending review.

III. PUBLIC COMMENT: none

IV. ANNOUNCEMENTS

- Viva Casa

V. NEW BUSINESS

- Review of audited financials – presented by Kristen Hoyle from Thomas, Judy and Tucker, P.A., audit went very well. There were no difficulties with the audit, no problems found or any problems with

management. Ms. Hoyle went through the report and gave an overview. Also reviewed

liability of state pension plan, in the current year a liability was added on from the State. DPI has a copy of the audit report.

Ms. Ward makes a motion to approve the Audit and 990, Ms. Khan seconded and all approved 9-0.

- EC Teacher Workload – Presented by Abby Farnsworth, presents work load for approval for second EC teacher for a successful EC program.
- Review and approval of dental, vision, life insurance benefits 2018. Dental renewal increase will go up by 11.9% and vision by 4.5%, no increase for voluntary life.

Ms. Khan makes a motion to approve the dental, vision and life insurance, Mr. Cannedy seconded and all approved 9-0.

- Review of proposed 2018-2019 rates for private programs (Prek-Before and After School Care). Want to make an increase in tuition by \$20.00 and a onetime enrolment fee of \$150. Half day to increase by \$20. Increase Half day to \$8500. BASC will remain at Ms. Ward makes a motion to approve the rates for private programs increases, Ms. Taylor seconded and all approved 9-0.

- Dashboard-best efforts, Alice went over student numbers.

- Retention and promotion policy discussed with teachers and sent to the Board.

Ms. Slipsky makes a motion to approve the retention and promotion policy, Ms. Cortez seconded and all approved 9-0.

- Grievance Policy draft review – Seth wood presented in detail and approval set for next meeting.
- Finance Director Position update – We talked to Betty Warren from Charter School Financial and has offered us a contract from now till the end of the school year.
- Long term planning impact and capacity – numbers for next year with immersion and enrichment, we will need to expand one room if we want to enroll kindergartners.

VI. COMMITTEE REPORTS

i. Board Affairs-

- Grievance and bylaws will be approved next month

ii. Strategic Planning:

- Meeting had 22 attendees, parents, staff and teachers. Allen and Cindy went over the strategic plan and half of the goals have been met. Will meet in January to get five year going

iii. Finance/HR committee:

- Contract for Betty Warren needs to be reviewed and get an estimate of monthly hours.

iv.

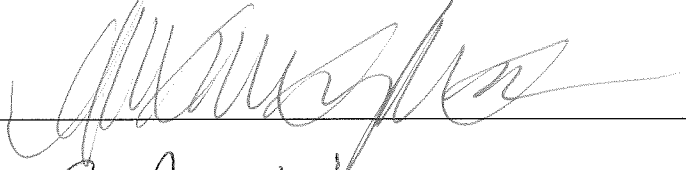
- Viva Casa update, Traci thanks the Board for participation. We made \$6,000 this year, last year we made more, this year the lack of larger sponsorships hurt us. The auction did better than last year.

v. Communication Committee: none

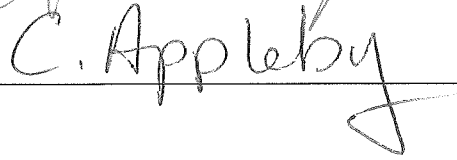
Ms. Taylor motioned to move into closed session for a student matter in accordance with: NC Gen. Statue 143-318.11(a) (6) Mr. Wood seconded and all approved 9-0.

Ms. Appleby made a motion to return to open session, Mr. Wood seconded and all approved 9-0

Ms. Khan made a motion to adjourn the meeting at 9:19 p.m. Ms. Appleby seconded and all approved 9-0.



_____ Awamary Khan, Board Chair



_____ Cindy Appleby, Board Secretary