



Casa Esperanza Montessori
Minutes of the Board of Directors
August 16, 2018 - 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
Monique Taylor Chair	X	
Cindy Appleby Vice Chair	X	
Alice Ward Treasurer	X	
Seth Wood Secretary	X	
Dan Chilton	X	
Allen Cannedy	X	
Mechelle McKenney		X
Monica Perry	X	
Mike Slipsky	X	
Seraka Davis	X	
Janice Rojas	X	
Lori Diaz		X
Ibis Nunez Head of School		X

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

Proper notice having been given and a quorum of directors being present the meeting was called to order by Mrs. Taylor at 6:02 p.m.

I. WELCOME

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

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

II. CONSENT AGENDA

Mrs. Taylor motioned to approve consent agenda, Mr. Cannedy motioned to approve, Mrs. Davis seconded and all approved 10-0.

Mrs. Taylor motioned to approve the minutes from July meeting, Mr. Chilton motioned to approve, Mrs. Appleby seconded and all approved 10-0.

III. PUBLIC COMMENT:

IV. ANNOUNCEMENTS

V. NEW BUSINESS

- Head of School Report– We had a very involved and productive first week with all staff. Staff development provided strong teacher leadership as they trained their colleagues in the use of the first Casa Montessori literacy pacing guide and Casa Montessori math pacing guide. These teacher pacing guides included best practices and an emphasis on the Montessori methodology. These guides are being utilized on a daily basis to guide lesson planning. This was

the first time that teachers were involved in meaningful team curriculum planning during the summer break. This process is cyclical as we refine, revise and implement the new guides.

- Further staff development included providing staff with a tool (Pearson 360) by which they can track, monitor and better support students who may be struggling to adjust well to school. This tool was paid by an anonymous donor for this purpose and it is renewable year by year.
- The last day of the week was dedicated to developing with staff deconstructing our school mission and translating our mission into practice. Here is a sample of the outcome of our re-culturing session from one of our staff members: *" I must be reflective and evaluate information I receive, consider the source, whether it has been validated and whether it is helpful for the children of Casa and our mission..."*
- The collaboration demonstrated by the staff resulted in a very successful opening of the school year. New teachers are being mentored by experienced ones and students are acclimating well. As we do walk- thus it has been pleasant to observe that students who have been in our school longer are showing independence in their learning and the caring responsibility of our upper grade and MG students during carpool!
- A major positive shift in how PFA has started the year is the high level of parent involvement and collaboration with administration in our school even before students arrived. They came in large numbers and delivered the supplies in just one hour. They spread mulch on the playground, provided staff breakfast, assisted morning and afternoon in carpool, Friday folders and are ready to start Square One Art, etc...
- The year is moving on swiftly and we have already completed our beginning of year 3rd grade reading state testing. MClass 3D for K-3 started this week and will continue through the first week of September.
- Volunteer and substitute training will be conducted August 22nd. One of our PFA officers will be doing staff training on the use of Epipens on the early release day, August 24th.
- Upcoming event is Montessori Nights on Tuesday and Thursday of the last week of August.
- We have had a roller coaster ride in our enrollment numbers since the first day of school. A teacher think tank met to discuss strategies for messaging, publicizing and advertising of our school.
- Ghenet Mogos, president of the PFA introduces herself and the treasurer Brian Lanspery, Kerri Combs co-vice president, Kristen King as secretary. The main focus this year is that the community at Casa is strong and that faculty, staff and children are all happy being here and being part of the school community.
- Finances: 2018-2019, priorities are budgeting \$19,150 for revenue from active fund raising. Outflows \$22,781.08 are to support school, faculty and students. The biggest source of fund raising is Casa Gear. Continue teacher luncheons every month.

Restaurant nights are a big way to promote the school, Square One Art, Yearbook and passive fundraising like Lowes foods and Harris Teeter, along with Amazon smile, Script fund.

Money is going to playground, touch tank, united artists.

Events like the book fair, all proceeds go to the media center for the school.

This year Casa Connections will be held monthly with provided refreshments for families.

Food pantry or snacks for kids.

Maintenance of the adult bathrooms and watercooler for staff.

Faculty grants where teachers submit for requests for supplies for their classroom, will be dialed back this year. Want to support the essence of community. Support things like RazKids and BrainPop for kids outside of school.

Starting out with less money this year than last year. At end of July \$11,000 in budget.

Biggest focus is community, working with all admin and staff.

- July Finance Dashboard – Enrollment in Pre-K was 22, Charter was at 494. Teachers we are off by one. Admin is right on budget.

LINQ Conversion- was set for August 14th and as of today that our conversion is done but not completed. We are on a new platform.

Our BASC figured are on trend and we have a waiting list.

As of July 31st we have not received our county money yet and we have a portion of our state money. July is a negative month.

Salaries – returning teachers were paid in July and new teachers did not get paid till August.

- New contract approval – paraprofessional K/1 enrichment teacher
Mr. Slipsky makes a motion to approve new paraprofessional K1 enrichment teacher, Mr. Wood seconded and all approve 10-0.

Survey result – annual survey, faculty and parent overview 2017-2018, previous school year.

VI. COMMITTEE REPORTS

i. Board Affairs-

- New Conflict of Interest and Nepotism Policy has been received by DPI.

ii. Communications:

- Working on Parent Handbook
- Website updates, working on triggers to make sure all is updated and current.

iii. Development:

- Need to look funds that came during Mariposa
- Looking to have room parent and teacher to push Mariposa.
- Kick-off Sept 7th, with possible Go Fund page and creating a sustainer circle with a monthly donation.

iv. HR/Finance:

- July Dashboard and para contract
- Current enrollment in 518, we are still enrolling.

Mr. Slipsky makes a motion to amend admissions policy 3.1, to change the next to last paragraph and to add the following sentence at the end of the existing verbiage: "A parent whose child has been offered a spot from the waitlist has 48 hours to accept or decline, including submission of all required paperwork.", Mrs. Ward seconded and all approve 10-0.

Ms. Ward makes a motion to approve the amended admissions policy 3.1, Mr. Wood seconded and all approve 10-0.

v. Strategic Planning:

- Nothing to report
- Set up sponsor snack calendar for staff meetings for the year.

Mrs. Taylor a motion to adjourn the meeting at 8:11 p.m. Mr. Chilton seconded and all approved 10-0.

 _____, 9/20/18 Monique Taylor, Board Chair

 _____, 9/20/18 Seth Wood, Board Secretary