



**Casa Esperanza Montessori
Minutes of the Board of Directors
December 19, 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 Secretary and Vice Chair	X	
Alice Ward Treasurer	X	
Seth Wood	X	
Dan Chilton	X	
Allen Cannedy		X
Mechelle McKenney	X	
Monica Perry	X	
Mike Slipsky		X
Seraka Davis	X	
Janice Rojas		X
Ibis Nunez Head of School	X	

Also present at the meeting were Anna Foley, Julie Jaillal 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 6:16 p.m.

I. WELCOME

Mrs. Taylor welcomed everyone.

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

II. CONSENT AGENDA

Mrs. McKenney motioned to approve consent agenda, Mrs. Ward seconded and all approved 8-0.

Mrs. Appleby motioned to approve the minutes from November 15th meeting, Mrs. Davis seconded and all approved 8-0.

III. PUBLIC COMMENT: No one presented for public comment.

IV. ANNOUNCEMENTS: No announcements.

V. NEW BUSINESS

- The Head of School recognized, Mr. Ozkurt's contribution to our school. He is a parent who donated 40 desk top computers that are fairly new and in good condition and will be used in MG for instructional support.
- The Head of School has been working on initiating a Casa and UNC Partnership with UNC researchers with the Frank Porter Graham Institute. A partnership with a university is usually required with teachers with visas.

- The HOS shared with the board relevant information about the NC Coalition for Charter Schools and membership.
- Planning for School Tours to begin in January.
- Marketing teacher think tank will be meeting with the HOS to continue with publicity plan for our school enrollment campaign.
- MG teachers and HOS will be planning a 5th and 4th, 6th and 7th Grade parent Transition Meeting to share great plans for middle grades next year.
- PFA is successfully fundraising for the playground and working closely with administration producing a weekly bulletin. They are very active in carpool both AM and PM, the touch tank Marine Club and dedicated as classroom Moms.
- The HOS expressed her gratitude to the Communication Committee for creating and publishing a very informative, attractive and professional brochure about Casa.
- The HOS also expressed her gratitude to Mrs. Mechelle McKenney for finding for us a locale free of cost to carry out our 8th grade Moving On ceremony.
- The assistant Head of School shared the outline of the current marketing plan developed with the ideas and support of the teacher think tank. It will be further revised.
- Summary and recommendation on configuration in MG, including the addition of a separate science teacher.

Mrs. Appleby makes a motion that we include 6th grade in Casa's Middle Grade program and add a Science teacher, Mrs. McKenney seconded and all approve 8-0.

- 990 - is ready to be signed and mailed.
- November YTD Financial Results – at end of Nov we are at 42% of the year, this is comparing with our annual budget. Revenue looks lower than projected, CSP is flagging that we may be \$30,000 below what we projected. An observation is that the HR budget what looks like it was an oversight, Educational Partners International was not included in the budget into any budget line items.
- Charter admissions policy.

Mrs. Appleby makes a motion to the Charter admissions policy 3.1 changes as presented by Anna, Mr. Wood seconded and all approve 8-0.

- Kaleidoscope High School Articulation Agreement has been adopted as of December 2019.

VI. COMMITTEE REPORTS

i. Board Affairs-

- Main agenda is the process for recruiting more board members for openings that will be available in June. There is a need to identify skill sets that will benefit the school's plans over the next year. Seraka will draft a recruitment plan for the next meeting.

ii. Communications:

- Marketing, Facebook adds and calendar of what's coming up.
- Editorial calendar, suggestions on ideas and holidays, goal for February 2019.
- Marketing intern – Janice will draft job description.

iii. Development:

- Mariposa is currently at \$18,000.

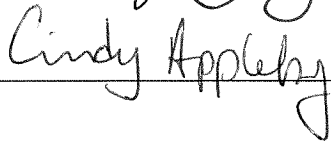
- Dan Chilton and Seraka Davis made phone calls and responses are consistent with, rebranding is important. Seraka will send another email and do another Facebook post for one last push before it ends December 31st.
- iv. HR/Finance:
- Quick debrief on presentation to teachers regarding salaries and raises – Alice Ward presented.
 - Auditor will join us at January meeting to walk us through audited financials.
 - Looking at different models of giving teacher raises.
 - Afterschool has/had some undocumented agreements and Anna has been working diligently to go back to these families and asking them to bring balances current and sign new agreements.
- v. Strategic Planning:
- Nothing to report.

Mrs. Appleby made a motion to adjourn the meeting at 9:08 p.m. Mrs. McKenney seconded and all approved 8-0.



1/17/2019

Monique Taylor, Board Chair



1/17/2019

Cindy Appleby, Board Secretary