



**Casa Esperanza Montessori**  
**Minutes of the Board of Directors**  
**February 21, 2019 - 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 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 6:04 p.m.

**I. WELCOME**

Mrs. Taylor welcomed everyone.

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

**II. CONSENT AGENDA**

Mrs. Appleby motioned to approve consent agenda, Mrs. Ward seconded and all approved 10-0.

Mr. Slipsky motioned to approve the minutes from January 19th meeting, Mr. Cannedy seconded and all approved 10-0.

Seth Wood, Janice Rojas and Seraka Davis are on phone.

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

**IV. ANNOUNCEMENTS:** No new announcements

**V. NEW BUSINESS**

HOS Report – A hardcopy of the HOS report was provided with the following information:

- Middle Grades Transition Meeting was held on January 29<sup>th</sup> and was well attended

The After School Program began implementing a program sponsored by the NC State University veterinary program, thanks to a grant initiated by board member, Dr. Cannedy.

- After School is also offering STEM classes the week of Feb 4<sup>th</sup>
- Dance and percussion classes continue by the music instructor
- McTeacher Night, sponsored by PFA and the Friendship Breakfast were well attended
- Four public tours have taken place; an evening public tour is coming up February 26<sup>th</sup>
- Several school field trips have taken place: MG went to the NC Museum of Science, 2<sup>nd</sup> Graders attended a play at the Carolina Theater, the 5<sup>th</sup> and 6<sup>th</sup> graders went to the Poe Center for a health orientation
- Lead Teachers met with researchers from UNC Frank Porter Graham to determine possibilities to initiate a research project.

Mrs. Ward makes a motion to approve the head of school job description for posting, Mr. Cannedy seconded and all approve 10-0

- Lottery registration update – current number of applicants as of 02/20/19 are, Enrichment has a total of 175 and Immersion has 158. 22% down for enrichment from last year and 47% down in immersion. Recommendation is not to enroll student after 3<sup>rd</sup> grade in both enrichment and immersion. No more than 32 student per Kinder class. Lottery is taking place March 19<sup>th</sup>.
- January financials – we are \$191, 000, year is 56% done, we are good on salaries, budget for HOS advertising is \$5,000. In March new salary structures should be ready to be presented to the board.
- HOS job description – working committee has had 4 sessions and has come up with a through description for new HOS. Phone conferences will start in March and school tours will start in April.

## VI. COMMITTEE REPORTS

### I. Board Affairs-

- Seraka is working on a board recruitment plan and draft should be ready for next meeting on March 14<sup>th</sup>.

### II. Communications:

- Newsletter is in the board packet and it's ready to go out
- Survey draft questions for parent and faculty should be sent out in April
- Considering SwiftK12 as a communication tool for the school

### III. Development:

- Working on Viva Casa and looking for location, possible dates either April 12<sup>th</sup> or April 26<sup>th</sup>
- Forming the Grant writing task force. Mapped out who will participate and which grants will be identified to apply for. Consider creating an informational grant packet for persons interested in volunteering to work in these projects

### IV. HR/Finance:

- Covered earlier

### V. Strategic Planning:

- Will be meeting March 6<sup>th</sup>

Mr. Slipsky made a motion to adjourn the meeting at 8:43 p.m. and Mr. Cannedy seconded. All board members approved 10-0.

Monique Taylor 3/21/19 Monique Taylor, Board Chair

Cindy Appleby 3/21/19 Cindy Appleby, Board Secretary