



**Casa Esperanza Montessori  
Minutes of the Board of Directors  
April 25, 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	
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 6:07 p.m.

**I. WELCOME**

Mrs. Taylor welcomed everyone.

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

**II. CONSENT AGENDA**

Mr. Slipsky motioned to approve consent agenda, Mrs. Appleby seconded and all approved 9-0.

Mrs. Davis motioned to approve the minutes from March 21st meeting, Mrs. Slipsky seconded and all approved 9-0.

Dan Chilton and Seth Wood are on the phone.

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

**IV. ANNOUNCEMENTS:** No new announcements

**V. NEW BUSINESS**

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

- Teachers have been preparing students for EOG's, also MClass opens May 6<sup>th</sup>-24<sup>th</sup>.
- Many field trips have taken place: Students and parents enjoyed their trip to Washington D.C., the 4<sup>th</sup> Grade students went to their field trip to Haw River, kindergarten students

went to the Museum of Life and Science, the 1<sup>st</sup> graders went to Leighfarm Park for their field trip

- We had tremendous support from parent volunteers for Field Day. It was a wonderful time for students.
- Staff Development has been held for Multi-Tier Support and CPR training
- Fun Run and the Volunteer Breakfast is coming up next on May 2<sup>nd</sup>.

PFA Presentation -

- PFA presented details about a carpool program that facilitates carpooling matches for parents to ease the transportation burden
- "Go Triangle" is the company that provides these services. It is based in RTP and provides transportation in the state. PFA would like to make this happen for students this site for our school and only for Casa parents. This website helps coordinate carpool for parents in need to transportation for their children.

Audit Engagement contract-

Mrs. Appleby made a motion to approve Thomas, Judy and Tucker Engagement letter and contract, Mrs. Ward seconded and all approved 9-0.

March Financials – we are  $\frac{3}{4}$  of the way through the year. One item viewed in detail is that Dr. Jailall was paid twice in March accidentally, this accounts for the 16,000 difference for prior month.

Teacher and Paraprofessionals contract approval –

Mr. Chilton made a motion to approve paraprofessional contracts as presented to the board, Mr. Cannedy seconded and all approved 9-0.

Mr. Wood made a motion to approve teacher contracts as presented to the board, Mrs. Ward seconded and all approved 9-0.

Science MG job Description – teacher for 6, 7 and 8 grades along with the NC Standard of study.

Mrs. Appleby made a motion to approve science teacher job descriptions for middle grades as presented with the changes, Mrs. Ward seconded and all approved 9-0.

PTO Policy – at present all time off for employees is given upfront instead of accruing time off. The purpose of this proposal is to minimize absence. If approved, 10 month employees would earn 1 day per month and 12 month employees 2 days per month.

Mrs. Taylor made a motion to approve the new PTO Policy with 3 changes discussed, Mrs. Davis seconded and all approved 9-0.

## VI. COMMITTEE REPORTS

### I. Board Affairs-

- Reviewed the draft board recruitment announcement, policy and application. Will be out for vote next month.
- Put out announcement twice a year that board is looking for members instead of once per year.

### II. Communications:

- Janice Rojas has resigned from the board. No meeting this month.
  - Sending out the surveys, will look at results and present at next board meeting.
  - 3<sup>rd</sup> Newsletter should be presented to board next month in order to be published before end of year.
  - Preparing teacher website for next school year.
- III. Development:
- Viva Casa generated just over \$5000 in revenue before the Compass Rose donation. Spent less this year than last year and made about the same.
  - Childcare at Pro 3:5 worked out well.
  - Looking at fundraising in general so there is no overlapping with PFA. Possibility of doing smaller events for next school year.
- IV. HR/Finance:
- Working on revised budget for next year and a long term financial model
- V. Strategic Planning:
- Meeting was held on April 10<sup>th</sup> and a final draft is done. Mr. Cannedy and Mrs. Appleby will present at the May or June board meeting.

Mrs. Ward motioned to move into closed session for personnel matter and a student matter in accordance with: NC Gen. Statue 143-318.11(a) (6) Mrs. Perry seconded and all approved 9-0.

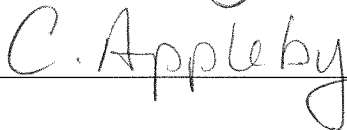
Mrs. Ward made a motion to return to open session, Mrs. Davis seconded and all approved 9-0.

Mrs. Taylor made a motion to adjourn the meeting at 8:45 p.m., Mr. Slipsky seconded and all approved 9-0.



1.5/16/2019

Monique Taylor, Board Chair



1.5/16/19

Cindy Appleby, Board Secretary