



**Minutes of a Meeting of the Board of Directors**  
*of*  
**Casa Esperanza Montessori**  
*held on*  
**September 16, 2021 at 6:00 p.m.**

The following are minutes of a Meeting of the Board of Directors of Casa Esperanza Montessori Incorporated, a North Carolina nonprofit corporation (the “**School**”), held via Zoom videoconference, at the time and on the date noted above. The proceedings were live-streamed on YouTube.

Member	Present	Absent
Monique Taylor, Chair	X	
Seraka Davis, Vice Chair	X	
Alice Ward, Treasurer	X	
Mike Slipsky, Secretary	X	
Jon Lee	X	
Monica Perry	X	
Teresa Outlaw, Head of School	X	

Proper notice having been given and a quorum of directors being present, the meeting was called to order by Mrs. Taylor at 6:00 p.m.

**I. WELCOME**

Mrs. Taylor welcomed everyone to the Meeting.

**II. CONFLICT OF INTEREST STATEMENT**

Mr. Slipsky read the School’s Conflict of Interest Statement.

**III. SCHOOL MISSION STATEMENT**

Mr. Slipsky read the School’s Mission Statement.

**IV. CONSENT AGENDA**

The first matter to come before the meeting was the approval of the previously circulated Agenda for the meeting. Mrs. Taylor proposed to amend the Agenda to add items relating to substitute teacher pay and operations under the New Business section thereof. Mrs. Perry made a motion to approve the Agenda as so amended, which was seconded by Mr. Lee. The motion was unanimously approved.<sup>1</sup>

**V. MINUTES FROM SEPTEMBER 2, 2021**

The next matter to come before the meeting was the approval of the Minutes of the Board’s September 2, 2021 meeting. Mrs. Davis made a motion to approve said Minutes, which was seconded by Mrs. Perry. The motion was unanimously approved.

**VI. PUBLIC COMMENT**

Ms. Miranda Draper made public comments thanking the Board for approving Covid-related mitigation measures intended to protect students’ health and for supporting the School’s staff.

**VII. ANNOUNCEMENTS/HEAD OF SCHOOL REPORT**

Ms. Outlaw announced four new hires (Anzor Lopez as MG Spanish immersion teacher, Christie Harris as Technology teacher, Meggan Matson as instructional coach and Heather Worrell as paraprofessional) and five internal promotions (Korey Williams to paraprofessional, Andrea Leach to paraprofessional, Alicia Toruella to lead teacher, Brenda Diaz to lead teacher and Ada Montenegro to paraprofessional). Mrs. Ward made a motion to approve the slate of new hires and promotions, which was seconded by Mr. Slipsky. The motion was unanimously approved.

**VIII. NEW BUSINESS**

- A. The next matter to come before the meeting was the School’s pay rate for substitute teachers. Ms. Outlaw reported that the School’s existing substitute pay rate of \$10/hour made it difficult to find substitute teachers. Ms. Outlaw requested the Board’s approval to raise the School’s substitute teacher pay rate to \$13/hour. Mr. Slipsky then made a motion to approve the increase in the School’s substitute teacher pay rate to \$13/hour, and Mrs. Davis seconded the motion. The motion was unanimously approved.
- B. The next matter to come before the meeting was the School’s receipt of quotes for re-painting the School’s hallways, doors and trim. Ms. Outlaw reported that quotes had been received and requested that the Board grant her spending authority not to exceed \$17,000 for such work. Mrs. Perry made a motion to grant Ms. Outlaw spending authority not to exceed \$17,000 for such work, and Mr. Slipsky seconded the motion. The motion was unanimously approved.

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<sup>1</sup> All votes taken at the meeting were taken by roll call vote.

C. The next matter to come before the meeting was the School’s monthly financial overview presentation. Mrs. Ward presented the financial report and noted that the Finance Committee would likely be bringing a revised annual budget to the Board due to revised enrollment projections. She also noted that she would be following up with Ms. Cauble regarding a few expense line items (i.e., Janitorial, Lease and Contracted Student Services) that appeared to be running ahead of their budgeted schedule; however, the School’s total expenses appeared to be on track. Finally, she noted that approximately \$93,000 of incurred expenses are expected to be reimbursed at the closing of the School’s pending bond offering.

**IX. OLD BUSINESS**

A. The next matter to come before the meeting was a proposal to delegate certain hiring authority to the School’s administration. After brief discussion, that matter was tabled until the Board’s October meeting.

B. The next matter to come before the meeting was the approval of the School’s updated line of credit with Truist Bank. After brief discussion, that matter was likewise tabled until the Board’s October meeting because the bank had not yet provided updated paperwork for the Board’s review.

C. The next matter to come before the meeting was the proposed update to the School’s Parent Organization Policy. Mrs. Davis presented a redlined copy of the Policy showing the proposed updated language and announced that it would be considered for Board approval at the Board’s October meeting.

D. The next matter to come before the meeting was the Facility and Construction Management task force update. Mrs. Perry stated that that task force convenes every other week and because there was no meeting this week, there was no update to provide at this time.

**X. ADJOURN**

There being no further business on the Agenda, Mrs. Perry made a motion to adjourn the meeting, which was seconded by Mr. Lee. The motion was unanimously approved, and the meeting adjourned at 6:43 p.m.

 / 12/13/21 \_\_\_\_\_ Monique Taylor, Board  
Chair

 / 12/14/21 \_\_\_\_\_ Michael Slipsky, Board  
Secretary