



**Minutes of a Meeting of the Board of Directors
of
Casa Esperanza Montessori
held on
January 6, 2022 at 6:00 p.m.**

The following are minutes of the meeting of the Board of Directors of Casa Esperanza Montessori Incorporated, a North Carolina nonprofit corporation (the “**School**”), held via videoconference at the time and date noted above.

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 & INTRODUCTIONS

Mrs. Taylor welcomed everyone.

II. CONFLICT OF INTEREST STATEMENT/MISSION STATEMENT

Mr. Slipsky read the School's Conflict of Interest statement and its Mission Statement.

III. CONSENT AGENDA

Mr. Lee made a motion to approve Agenda as presented, which was seconded by Mrs. Davis. The motion was unanimously approved.¹

IV. PUBLIC COMMENT

Mrs. Taylor opened the floor for public comment. No one in attendance sought to make public comment.

V. ANNOUNCEMENTS

There were no announcements.

VI. NEW BUSINESS

A. MARKETING PROPOSALS

The next matter to come before the meeting were presentations from Media Integrations and Intersection 19, which are local marketing firms that would like to be engaged by the School.

The first presentation was made by Bob Bedi of Media Integrations. That firm is based in Raleigh and was founded in 2003. Media Integrations typically has a roster of approximately 35 clients. They have been providing marketing services to charter school clients for the past few years. Mr. Bedi thought that a recruitment advertising campaign via Facebook should be the School's first marketing priority. Mr. Bedi gave a PowerPoint presentation, a copy of which is included in the Board's online files.

The second presentation was made by Vicki Frye of Intersection 19. That firm is based in Wake Forest and was founded by Ms. Frye in 2019. Ms. Frye's professional background is in corporate communications, PR and advertising. Ms. Frye stated that she thinks that Casa has a unique combination of Spanish immersion and Montessori compared with the competition. She also noted that Wake Forest's demographics are favorable to new schools.

B. COVID PROTOCOLS & UPDATES

Assistant Head of School Nerey Lane and School Nurse Heather Hanner presented on changes to the School's Covid protocols in light of the recent surge in case numbers, which include stricter masking and offering better-fitting masking. Masks are now required outside during recess. While that is not expressly mentioned in CDC guidelines, the CDC does recommend masking when in large group settings. Given that the School's playground is very small and kids are not distanced from one another, the administration has determined that masking during recess is appropriate given the Omicron variant's highly transmissible nature. Due to the lack of space in the School's facility, it can be challenging to maintain 6 feet of distance between all individuals in the building, but the School has made some policy

¹ All votes of the Board taken at the meeting were taken by roll-call vote.

changes to try to reinforce physical distancing, including rearrangement of seating in classrooms. The School will be using dividers during lunchtime to keep children separated while they are unmasked and eating. The School has also reduced number of snack breaks during the school day in order to minimize unmasked time.

C. VACCINATION STATUS

Next, Ms. Outlaw presented on the proposed year-end incentive bonus for staff members who present evidence of fully vaccinated status. The proposal would be a \$500 bonus, with a vaccination status deadline of March 1, 2022. Additional details were included in the Board's online files, which was edited to reflect the Board's discussion of the proposal. Mrs. Perry made a motion to approve the proposed vaccination bonus structure as modified in the online document during the Board's discussion, which was seconded by Mr. Slipsky. The motion was unanimously approved.

D. WORK FROM HOME POLICY.

Next, Mrs. Ward made a motion to add discussion of a Work from Home Policy to the Agenda, which was seconded by Mrs. Davis. The motion was unanimously approved.

Ms. Outlaw began the discussion by saying that she wants to be fair to employees, and that sometimes employees may need to quarantine for Covid while they are otherwise well and able to work. Therefore, she wants to have a policy in place regarding employees' ability to work from home and potential impacts on their PTO time. The Board agreed that it would review Ms. Outlaw's proposed draft policy in preparation for the January 20, 2022 Board meeting.

E. REMOTE LEARNING PLAN

The next matter to come before the meeting was discussion of proposed changes to the School's proposed Remote Learning Plan. Ms. Outlaw noted two changes: (1) under Plan A, the School would include a notation re: face coverings outdoors if in proximity of 6 feet or less; and (ii) under Plan B and C, the School would revise the language to state that it would offer live remote instruction that is developmentally appropriate for the students' ages. Ms. Outlaw noted that the proposed changes have been submitted to Dave Machado at the North Carolina Department of Public Instruction to determine whether the School would be permitted to make these changes. Ms. Outlaw also encouraged parents to reach out to her if they have feedback on these issues.

F. PERSONNEL COVID SAFETY POLICY

The School is waiting to hear back from the School's legal counsel on this policy.

VII. ADJOURN

There being no further business on the Agenda, Mr. Lee made a motion to adjourn the meeting, which was seconded by Mr. Slipsky. The motion was unanimously approved, and the meeting adjourned at 8:04 p.m.

Monique Taylor / 4/30/22 Monique Taylor, Board Chair

Michael Slipsky / 4/30/22 Mike Slipsky, Board Secretary
