



**Casa Esperanza Montessori  
Minutes of the Board of Directors  
August 19, 2021 - 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 via teleconference 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	
Seth Wood	X	
Teresa Outlaw Head of School	X	

Also present at the meeting were Nerey Lane 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 6:02 p.m.

**I. WELCOME**

Mrs. Taylor welcomed everyone. Conflict of interest statement read and presented along with mission statement.

**II. CONSENT AGENDA**

Mr. Lee motioned to approve consent agenda and two additions: engagement letter from Truist and engagement letter and dissemination agreement, Mrs. Ward seconded and all approved 6-0.

**III. PUBLIC COMMENT:** No public comment at this time.

**IV. ANNOUNCEMENTS:** No announcements.

V. **Head of School Report:** the 2021-2022 tagline for this year is “learn from the past, focus on the present, and believe in the future”. Student enrollment is currently at 566 charter students. Eleven students have withdrawn, citing reasons as seeking a virtual option, relocation, and change of school. Staff interviews are being conducted and the instructional coach position has been posted. The nurse will begin working more hours and will be full time as of September 23<sup>rd</sup>. The evening custodial staff has been hired to disinfect and deep clean. Academic health - MClass beginning of the year assessments are in progress. 2020-2021 testing results are in and there is room for improvement in areas of math and reading. Facilities – quotes for painting in the fall, the loading dock was cleaned up and cleared. EC services – 3 EC teachers, 55 students requiring services with 3 pending eligibility. Dates to remember-pictures will take place September 23<sup>rd</sup> and 24<sup>th</sup> with the makeup on October 24<sup>th</sup>. Covid cases, 2 students quarantined at this time. The nurse and Mrs. Lane are conducting contact tracing, notifying staff, parents, and classrooms, managing custodial/ cleaning needs and following up on any absences. Interventionists will follow-up with quarantining students twice to make sure they have what they need and address any questions they or their parents have. Teachers are preparing packets and/or assigning via Google classroom for kids to stay on task. Administration will be meeting with DPI next week to make sure the school is seeking all the funds for which it is eligible. Deadline of September 30<sup>th</sup> for ESSR I and II grant.

Covid-19 Guidance – molded after the Strong Schools Tool Kit and continued guidance from Wake Co Health Dept. The guidance documents outline the process and policies related to quarantine, reporting, and masks required by students and adults in the school building.

Mrs. Davis moves to approve the Covid 19 Guidance document, Mrs. Perry seconded and all approved 7-0.

Instructional Facilitator – school is in need of addressing our student’s academic needs. Currently there are 6 teachers in their first year of instruction and 21 teachers in the building that need support. The instructional coach would help the teachers be more successful. With ESSER funds the school would be able to fund this role. This person would be critical and essential to get them to the 80% mark.

VI. **Old Business:**

Account Signers and Line of Credit- vote to assign and update signers on account: adding Teresa Outlaw and removing GeRita Connor and keeping Mrs. Taylor and Mrs. Ward.

Mr. Wood moves to approve Teresa Outlaw, Monique Taylor and Alice Ward as account signers, Mr. Lee seconded and all approved 7-0.

Admissions Policy/Lottery Preference Review - After further review by Dr. Miller, there is no allowable priority for those who withdraw from the school for a virtual preference or otherwise due to Covid-19 and who wish to return the following year. The Board does not have authority to create an exception at this time.

VII. **NEW BUSINESS:**

Monthly Financial Report – June end of last year unaudited – the school finished the year at \$500, 000 to the good and this figure includes a fair amount of expenses absorbed for the new facility. The school audit is under way and will be reviewed in the October meeting. Due to the pension, the statement will look a lot different. We will need to approve a new budget. There is a lot of adjusting and tweaking to do. \$95,000 but the looks like two rent payments.

Trustee and Dissemination Agent: set in place as requirement for reporting with the bond financing.

Mrs. Perry moves to approve UMD trustee proposal, Mrs. Ward seconded and all approved 7-0

Mrs. Slipsky moves to approve DAG dissemination agent, Mrs. Perry seconded and all approved 7-0

VIII. **COMMITTEE UPDATES:**

a. Board Affairs:

- Policies that need to be reviewed annual, signing conflicts of interest and making revisions to the PFA policy. Looking at working with the committee for policy organization.

b. Development:

- Working on getting meetings on the calendar
- At the moment GoPlaySave is going on at the moment.
- Feasibility study for Casa may be explored in the future

c. Executive:

- Focusing on interfacing with Teresa and welcoming her aboard.
- Organizational health, check points for team and strategic plan

d. Finance:

- Getting our pension exit liability paid off and getting bonds in a timely fashion.
- Looking to enable and empower the new finance director to be and advisor and supporter.

HOS Transition – recommendation is to void this committee. It was suggested at the annual meeting with a plan to confirm the scope. After further discussion with Mrs. Outlaw, this committee is not an efficient means for Head of School support at this time.

Mr. Slipsky moves to remove the HOS transition committee from the current year, Mr. Wood seconded and all approved 7-0.

Mr. Lee made a motion to adjourn the meeting at 7:04 p.m., Mr. Perry seconded and all approved 7-0.



/ 12/13/21

Monique Taylor, Board Chair



/ 12/14/21

Mike Slipsky, Board Secretary