



CEMCO BOARD OF TRUSTEES ANNUAL MEETING
August 17, 2016
Meeting Place: Business Office
Minutes

General Session

Time of meeting: 6:10-7:22

Board Trustees Present: Michelle Candline (Secretary), Justin Hummel (Treasurer), Teri Cornelius, Dave Gibson (PTO Trustee)

Elizabeth Berenguer (Vice President) joined the meeting via conference call

Ex Officio Members Present: Stephanie Babcock-Wright, Teresa Middleton

Board Trustees Not Present: Meghan Singletary, Liliana Hudescu (President)

EXECUTIVE OFFICER ELECTIONS

The nominations are as follows; Elizabeth Berenguer for President, Justin Hummel for Vice President, Michelle Candline for Secretary and Teri Cornelius for Treasurer.

Motion to approve the nominations as reported made by Dave Gibson, 2nd by Justin Hummel

Vote: Unanimous

Motion to move to Executive Session made by Michelle Candline, 2nd by Dave Gibson

Vote: Unanimous

Consent Agenda discussed

Motion to close the Executive Session made by Dave Gibson, 2nd by Justin Hummel

Vote: Unanimous

APPROVE AGENDA

Motion to approve the agenda made by Dave Gibson, 2nd by Justin Hummel

Vote: Unanimous

Approve Minutes

Motion to approve the June 15, 2016, Regular Board Meeting and the June 27, 2016 Special Call Meeting minutes made by Dave Gibson, 2nd by Justin Hummel

Vote: Unanimous

I. COMMENTS FROM PUBLIC (3 minutes per person)

No public present

II. ANNUAL BOARD REPORT

- CEMCO is currently functioning with only 5 trustees, need to focus on growing our numbers.
- The committees are functioning well.
- Need to focus on fundraising, and other avenues of revenue for the school



III. EXECUTIVE DIRECTOR'S REPORT

- Have had a very good start to the year. The biggest accomplishment achieved so far this year is the new student orientation. The orientation was for new students and parents and occurred before school started.
- Have several new staff members on campus. There is a great community of teachers and support staff!
- Operations: we are under-enrolled according to our predicted number. Many students have withdrawn due to transportation issues. We have 270 students currently, started at 283, and predicted 278.
- The district charter update; district tried to pull speech language pathologist services at the last minute before school started but it was fought and the services were won back.
- District School nutrition team is complying with a new policy where only trained school nutrition employees are able to distribute food. This causes an issue with late busses and children that rely on school breakfast. There is no one at the school to distribute breakfast. The school has bought some breakfast bars to distribute. Another issue is that one of the fruit options is 100% fruit juice. The juice counts for 1 serving of fruit and meets federal guidelines.

IV. COMMITTEE REPORTS

A. Academic Excellence

- No report

B. Human Resources

- No report
- ***Motion to approve Consent Agenda Made by Michelle Candline, 2nd by Dave Gibson.
Vote: Unanimous***

C. Board Governance

- Report as presented
- Point of information: The Charter Renewal process will be taken on by the Governance Committee rather than forming a separate sub-committee
- Discussion on the creation of an Advisory Board and possible guidelines and policies to govern the advisory board. It was suggested the an advisory board be created to preserve longevity in the historical processes of the board because the board is relatively "young".
- ***Motion to move the Regular Board meeting from the 3rd Wednesday of the month to the 3rd Monday of the month made by Dave Gibson, 2nd by Justin Hummel
Vote: Unanimous***

D. Finance – as a part of the F & F committee

- Report as presented
- ***Motion to approve the June Financial documents
Vote: Unanimous***
- ***Motion to approve the July Financial documents***



Vote: unanimous

- Discussion on the formation of a grant writing sub-committee and/or having a grant writing coordinator; Teresa Middleton, Stephanie Babcock-Wright and Meredith Shriver have just finished submitting a grant application for the Governor's Innovation Grant. The program that we are asking for funding for is integrating emotional intelligence into the Montessori curriculum. Should know the results by the middle to the end of September.
 - The biggest need is questions asked, scrutiny, ideas etc.

Campus & Facilities

- Verbal report given
- The ramps around campus have been pressure washed and stained.
- Trees have been removed in the garden area in preparation for the outdoor classroom.
- Yellowstone Landscaping has partnered with us and donated items for our new garden
- There is a need to have a discussion on whether to build on our current site or look for a new building or site.
- An environmental assessment has been ordered for the current site
- Teri Cornelius's Architecture firm has sent us a proposal for master planning of the current site. A discussion ensued regarding Conflict of Interest. There is more clarification needed.

E. Marketing and Community Outreach committee

- Verbal report given
- Working on the marketing pitch for community outreach and fundraising
- Looking for events to make ourselves known

F. Compliance and Regulations

G. Measurement and Effectiveness

V. PTO TRUSTEE REPORT

Trustee going to make a request to the PTO body to volunteer to enhance the Board committees.

1st PTO meeting is August 23rd. They will be having meetings every 6 weeks with a theme each meeting with the 1st meeting theme being how to pack a Montessori lunch.

VI. OLD BUSINESS

No old Business

VII. NEW BUSINESS

No new business

Motion to adjourn made by Dave Gibson at 7:22, 2nd by Elizabeth Berenguer

Vote: Unanimous



CEMA BOARD OF TRUSTEES REGULAR MEETING

June 15, 2016

Meeting Place: Cottage #2/Library

Minutes

General Session

Time of meeting: 7:22-7:48

Board Trustees Present: Michelle Candline (Secretary), Justin Hummel (Treasurer), Teri Cornelius, Dave Gibson (PTO Trustee)

Elizabeth Berenguer (Vice President) joined the meeting via conference call

Ex Officio Members Present: Stephanie Babcock-Wright, Teresa Middleton

Board Trustees Not Present: Meghan Singletary, Liliana Hudescu (President)

EXECUTIVE OFFICER ELECTIONS

The nominations are as follows; Elizabeth Berenguer for President, Justin Hummel for Vice President, Michelle Candline for Secretary and Teri Cornelius for Treasurer.

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Vote: Unanimous

Motion to move to Executive Session made by Dave Gibson, 2nd by Justin Hummel

Vote: Unanimous

Consent Agenda discussed

Motion to close the Executive Session made by Dave Gibson, 2nd by Justin Hummel

Vote: Unanimous

APPROVE AGENDA

Motion to approve the agenda made by Dave Gibson, 2nd by Justin Hummel

Vote: Unanimous

Approve Minutes

Motion to approve the June 15, 2016, Regular Board Meeting and the June 27, 2016 Special Call Meeting minutes made by Dave Gibson, 2nd by Justin Hummel

Vote: Unanimous

VIII. COMMENTS FROM PUBLIC (3 minutes per person)

No public present

IX. ANNUAL BOARD REPORT

Report as presented

X. EXECUTIVE DIRECTOR'S REPORT

Report as presented

XI. COMMITTEE REPORTS



H. Academic Excellence

- No report

I. Human Resources

- No report
- ***Motion to approve Consent Agenda made by Dave Gibson, 2nd Justin Hummel***
Vote: Unanimous

J. Board Governance

- Report as presented
- ***Motion to move the Regular Board Meeting to the 3rd Monday of the month made by Dave Gibson, 2nd Justin Hummel***
Vote: Unanimous

K. Finance – as a part of the F & F committee

- Report as presented
- ***Motion to approve the June Financial documents***
Vote: Unanimous
- ***Motion to approve the July Financial documents***
Vote: Unanimous

Campus & Facilities

- Verbal report given

L. Marketing and Community Outreach committee

- Verbal report given
- No report

XII. PTO TRUSTEE REPORT

Nothing additional to report

XIII. OLD BUSINESS

No old business

XIV. NEW BUSINESS

Discussion on providing health benefits to CEMA staff

Motion to adjourn made by Dave Gibson at 7:48, 2nd by Justin Hummel
Vote: Unanimous