



Board of Directors

February 20, 2020

The meeting was called to order at 7:20 PM. Board members present were Karen Deighan, Mark Diamond, Cindy Hyatt and Susan Teryek. Also present was Headmaster Jim Miller.

Conflict of Interest Statement: Deb Gagne located a Conflict of Interest Statement in school files. It will be printed and signed at the March meeting.

Apartments: Board members had received the revised contracts via email from Mrs. Deighan who made a motion seconded by Mr. Diamond that this contract be utilized, oil be included in the rent, and rent raised \$100 for Apartment 1 and \$200 for Apartment 2. After discussion about rising oil prices and rates of use, the motion was amended as follows: A new rental agreement will be given to current inhabitants on March 1 to go into effect on June 1, 2020. Rent will be set at \$750 for Apartment 1 and \$950 for Apartment 2. Electric and oil are not included and oil will be billed separately. Mr. Diamond seconded Mrs. Deighan's motion which was accepted by unanimous vote.

2020/2021 Registrations: Mr. Miller will work with Deb Gagne and Carolyn Yule to have all re-registration documents available for distribution to families on March 2. All tuition payments/registration fees will be escrowed and not used until after July 1, 2020.

Marketing the Elementary: After discussion, it was decided by consensus that Cornerstone will be committed to providing multi-grade/multi-age instruction at all levels and this is how we will promote the school. Plan for 2020/2021 is for 2 elementary teachers with a stated goal to add paraprofessionals as enrollment increases. Mrs. Deighan will research and provide supportive documentation for marketing this approach to instruction.

Pet Waste from Apartment 2: Mrs. Teryek volunteered to have the discussion with the renter.

Sale of Apartments: An appraisal is expected from Peoples Bank. Mrs. Teryek will contact Lisa Smiley regarding an independent appraisal and a realtor (Vanessa) for current market value. Clarification was made about the 1 acre lot behind the school that had been defined for future development. Mrs. Teryek will pursue replacing the apartment oil tank.

2020/2021: Ms. Hyatt will submit a draft calendar ASAP for Board approval so that it can be included in the registration materials. It will include the day after the Gala as no school.



Miscellaneous:

- Mrs. Teryek will work with the Avery family about volunteer opportunities
- Future Board Agenda Item: system to be set up for family participation in Board meetings – 1/year
- Gossip policy based on Matthew 18 will be included in contract package for staff and students.
- Mrs. Deighan will send a letter to the Task Force thanking them for their service to our school and plans to pursue a 3 Year Plan
- Ms. Hyatt requested that the Board establish criteria for continued operation such as
By July 1, 2020
 - 20% increase in tuition income
 - Loan refinanced or mortgage paid off
 - Facility repairs completed as defined at the Annual Meeting by families/community
 - Minimum of 5 Board members
 - 3 Year Plan in Place

This discussion will be added to the March agenda.

- Work Session for the 3 Year Plan will precede the March meeting beginning at 5:30 PM.

Mr. Diamond commended Mr. Miller for his efforts at outreach and many other things. All Board members concurred.

Mrs. Teryek closed the meeting in prayer. Mrs. Deighan adjourned the meeting at 8:32 PM.

Respectfully submitted

Cynthia L. Hyatt