

Coastal Montessori Charter School

Board of Directors Meeting Minutes

Monday, November 18th, 2013 ~ 6:00 PM

BOARD MEMBER ROLL CALL

The following members of the Board were present:

Kristin Alford, Kristin Bohan, Bo Bryan, Mary Bryan, Lynne Ford, Jason Hendrix, Rob Horvath, Laura Lee, Gene Mannella, Pamela Martin, Stella Mercado, Martha Propps, Scott Steffen via telephone, and Rachel Tomovski

The following members of the Board were absent:

Pamela Grant

Other Attendees:

Nathalie Hunt, CMCS Principal
Luiz Yamashita, MSPI Long Range Planning
Charles Swenson, Coastal Observer
Michelle Jones, Elliott Davis LLC

CALL TO ORDER

Chair, Rob Horvath, called the meeting to order at 6:05 PM.

COMPLIANCE WITH FREEDOM OF INFORMATION ACT (FOIA)

Mr. Horvath read aloud the FOIA statement.

READING OF THE MISSION STATEMENT

Board Secretary, Ms. Tomovski, read aloud the CMCS mission statement.

APPROVAL OF THE AGENDA

Ms Kristin Alford made a motion to approve the agenda. Mr. Gene Mannella seconded the motion.

The Board VOTED to approve the agenda.

APPROVAL OF OCTOBER'S MINUTES

Ms Martha Propps made a motion to approve the minutes from the October 2013 meeting. Dr. Pam Martin seconded the motion.

The Board VOTED to approve the minutes from the October 2013 meeting.

DISCUSSION ITEMS

Ms Michelle Jones presented the Board with copies of the CMCS Report on Financial Statements for the year ended June 30, 2013, as prepared by Elliott Davis, LLC. Ms Jones told the Board that the first year audit had gone very well. They did include some recommendations for going forward. She reported that the District received all the required documents in a timely manner, the 990 has been signed and the audit is complete.

Mr. Jason Hendrix presented the Board with copies of the CMCS October 2013 Budget Report. He reported that CMCS is on target, having spent an appropriate amount of the budget for being thirty percent of the way through the fiscal year. Dr. Kristin Bohan added that CMCS has been setting money aside for the building and/or emergency fund since the beginning.

DIRECTOR'S REPORT

Dr. Nathalie Hunt discussed the School Report Card. She explained that CMCS had received an Average ranking, meaning that the standards for progress in South Carolina were met. However, CMCS was also given an at-risk growth rating. Dr. Hunt said that the report compares CMCS to twenty-two other schools in the state with similar demographics, but it's important to note that the other schools use the state curriculum and have been in operation for years. She reported that the ESEA score for WES is a B, the same as CMCS, and for WIS, it is an A, but their actual score is only ten points above CMCS. The different subject areas are weighted, with ELA, Writing, and Math being worth twenty-five points and Social Studies and Science only worth five points. These point systems will shift next year. Dr. Hunt said that third, fifth, and sixth year students test in either Social Studies or Science, as determined randomly by the state, not both. The fourth years test in all subjects.

She reported the following scores for CMCS:

Subject	% Not Met	% Met	% Exemplar
ELA	9.3	32	58.7
Writing	18.4	43.4	38.2
Science	33.3	58.3	10.4
Social Studies	27.1	68.8	4.2
Math	25.3	52	22.7

When asked if parents could opt out of testing, Dr. Hunt promised to look into it. Dr. Kristin Bohan added that CMCS wants to be recognized as good and excellent because what the teachers do is excellent and as a public school, CMCS needs to do both Montessori assessments as well as the standard assessments. She asked if this message is being translated in age appropriate language to the children. Dr. Hunt will ensure this going forward.

Some changes that Dr. Hunt has implemented to better prepare students include:

- Incorporating Social Studies Weekly

- Using the District textbooks and workbooks to help teachers with their three month plans
- Show application of state benchmarks within the Montessori context
- Teachers and Assistants will use rubrics and running records
- Schedule changes to optimize instructional time including arranging Specials by grade level, leaving smaller groups in the classroom for instruction
- Lead teachers will meet twice a month with their level teams to plan
- Community Connections will meet once a month for a longer time instead of weekly
- CMCS will not participate in the optional MAP testing in December (the next testing session will be the District MAP testing in the Spring)
- Dr. Hunt meets each teacher once a month for twenty minutes in the morning for “Coffee and Conversation” in order to set professional performance goals

ANNOUNCEMENTS

Dr. Bohan reported that the Capital Campaign has raised \$132,500 so far. There are as many pledges from outside CMCS, as from current families, if not more. The 5% the USDA wants to see will not be a problem.

She announced that she is planning a party in honor of all who have pledged. Nineteen families donated at the \$2500 level or above.

Dr. Bohan updated the board on the USDA loan: The Woodpecker Study letter was finally received and the complete application is being sent to Columbia, at which point CMCS will be qualified to apply for the loan. Still needed are the preliminary architectural study and the environmental management and responsibilities report.

Ms Stella Mercado reported that she has a meeting scheduled with the Director of IT for the Charleston County School District. He will provide insight into the IT component needed for successful technology implementation for the new CMCS campus. She will also ask him about the E-Rate program. Tom has worked with East Cooper Montessori Charter School.

Chair Rob Horvath reported that CMCS had a good turnout for the Charter School Alliance Conference in Columbia this past week. Several board members, as well as Dr. Cafaro were in attendance.

Dr. Pam Martin reported that she completed the Board Training online.

ACTION ITEMS

In a form previously circulated, Chair Horvath presented a Whistleblower Policy for board approval.

Dr. Martin made the motion to accept the policy as written. Mr. Mannella seconded the motion and the Board VOTED to approve the Whistleblower Policy.

In a form previously circulated, Chair Horvath presented a Document Retention and Destruction Policy for board approval.

Ms Alford made the motion to accept the policy as written. Mr. Mannella seconded the motion and the Board VOTED to approve the Document Retention and Destruction policy.

EXECUTIVE SESSION

Chair Horvath requested a motion to move into Executive Session to discuss the Architectural Contract. Mr. Mannella made the motion and Dr. Martin seconded it. The Board VOTED to move to Executive Session at 7:30 PM. Dr. Hunt was invited to stay.

At the conclusion of the discussion, Dr. Martin made a motion to move out of Executive Session. Ms Alford seconded the motion.

The Board VOTED to return to Open Session at 8:05 PM.

Chair Horvath announced that the Board intended to table the vote on the Architectural Contract for further review.

PUBLIC COMMENT

There were no additional comments.

MEETING ADJOURNED

There being no further business to be transacted, Ms Lynne Ford made the motion to adjourn. Mr. Mannella seconded the motion. The Board VOTED and the meeting was adjourned at 8:07 PM.

Respectfully Submitted,
Rachel Tomovski
CMCS Board Secretary