

Coastal Montessori Charter School

Board of Directors Meeting Minutes

Monday, March 10th, 2014 ~ 6:00 PM

BOARD MEMBER ROLL CALL

The following members of the Board were present:

Kristin Alford, Bo Bryan, Mary Bryan, Lynne Ford, Rob Horvath, Laura Lee, Gene Mannella, Stella Mercado, Martha Propps, Scott Steffen and Rachel Tomovski

The following members of the Board were absent:

Kristin Bohan, Pamela Grant, Jason Hendrix, and Pamela Martin

Other Attendees:

Charles Swensen, Coastal Observer

Kimberly Duncan, Georgetown Communications

CALL TO ORDER

Chair, Rob Horvath, called the meeting to order at 6:08 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, with the following change: In the absence of Treasurer, Jason Hendrix, Mr. Gene Mannella will present the first reading of the FY-15 Budget. Ms. Lynne Ford seconded the motion.

The Board VOTED to approve the agenda with the change.

APPROVAL OF FEBRUARY'S MINUTES

Ms. Lynne Ford made a motion to approve the minutes from the February 2014 meeting.

Ms. Laura Lee seconded the motion.

The Board VOTED to approve the minutes from the February 2014 meetings.

DIRECTOR'S REPORT

Dr. Nathalie Hunt reported the following, regarding Strategic Planning for the next three years:

In addition to Montessori, the Curriculum will include a number of other strategies, some made available to CMCS by the District, such as Foss Kits for Science standards. CMCS will use Powerschool Report Cards and sixth graders will receive grades in preparation for moving to Middle School.

CMCS is currently exploring options for a Middle School curriculum and a Kindergarten program. If and when either of these is approved by the Board, CMCS will need to go through the charter amendment process.

In the area of staff and training, Dr. Hunt outlined goals for training specials teachers in Project Based Learning and possibly grouping students differently, as well as increasing their hours and allowing for smaller groups, more push into the classrooms and less pull out time; having Assistants attend one conference each year and Leads attend two; training Ms. Tia in the office to manage risk and emergency drills and to carry out the discipline policy in Dr. Hunt's absence; and she plans to appoint one Teaching Assistant to serve as liaison between herself and this staff group. For her own development, Dr. Hunt plans to pursue administration training and observe at other charter schools, as well as attend charter school law training. She was issued a temporary South Carolina teaching license, good for three years, which will allow her to administer ADEPT. Finally, there are plans to open a new Upper Elementary classroom next year and Dr. Hunt will be actively recruiting a lead teacher and assistant, including looking at current Specials Staff who may be able to train for the positions.

In the area of Finance, Dr. Hunt expressed the desire to increase percentage spent on personnel, with the goal of making CMCS salaries comparable to GCSD; increasing school wide field trips; offer staff perks in lieu of raises; plan for two large fundraisers per year and lunch fundraisers for MMUN; apply for three grants each year (two for next year are an Arts Grant and a Health and Wellness Grant.)

For Marketing and Community Outreach, Dr. Hunt is working on the content for the new CMCS website to be revealed in June; purchasing a camera and training Ms. Kristy to be the school historian; seeking AMS membership; partnering with universities interested in teacher training and pedagogy; engaging in volunteerism, with which Ms. Lynne Ford offered to assist.

Dr. Hunt was pleased to share that recruitment at CMCS is going on 365 days a year and that in the last two months, every prospective parent that has come to observe has submitted an application. There will be six weeks of thematic summer camps offered at CMCS this year, and the new website will have transparent enrollment and wait list information on it. New student orientations will happen in April and there will be a Kickball Tournament event in May and then a Back to School event.

EDUCATION UPDATE

On behalf of the Grade Expansion Committee, Ms. Tomovski shared that they continue to gather information at this stage and that they are looking at various Middle School models, including a "school within a school" in Laurens, SC; East Cooper Montessori Charter School in Mount Pleasant, SC; a Charter School in Nebraska; and the Georgetown School. She and Dr. Hunt will be attending Middle School workshops and

sessions at the American Montessori Society's Annual Conference in Dallas, TX later this month.

With regards to Kindergarten, there is a school in North Carolina that runs their Primary program under the Charter Elementary School. She will be observing at MSPI later this year and will hopefully provide CMCS with some insight into how this is done.

APPROVAL OF THE LETTER TO THE PRINCE GEORGE HOA BOARD

Per the bylaws of the CMCS Board of Directors, Section 4.8 Informal Action by All Directors,

The Board:

VOTED via email on March 5, 2014:

To approve the letter drafted by the Facilities Committee be presented to the Prince George HOA board.

FACILITY UPDATE

Mr. Scott Steffen reported that following the unanimous vote via email, the Facilities Committee sent the letter previously circulated to the Prince George HOA board. The committee reached out on Friday, seeking a response, and was told by a representative of the board that they are considering the content of the letter and will have an answer this week.

FY-15 BUDGET

Mr. Gene Mannella presented a First Reading of the FY-15 Budget. He reported that CMCS is on target for 2014.

ACTION ITEM

Chair Horvath presented the Service Agreement between CMCS and Kelley-Moser Consulting for renewal. He explained that the terms of the contract would remain the same except for the length, which is increased to three years.

Mr. Mannella made a motion to accept the terms.

Ms. Ford seconded the motion.

The Board VOTED to approve the renewal of the contract with Kelley-Moser Consulting, LLC, as presented.

PUBLIC COMMENT

There were no additional comments.

MEETING ADJOURNED

There being no further business to be transacted, Mr. Mannella made the motion to adjourn. Mr. Bryan seconded the motion. The Board VOTED and the meeting was adjourned at 7:10 PM.

Respectfully Submitted,

Rachel Tomovski
CMCS Board Secretary