

# *Coastal Montessori Charter School*

## *Board of Directors Meeting Minutes*

*Monday, May 12th, 2014 ~ 6:00 PM*

### **BOARD MEMBER ROLL CALL**

The following members of the Board were present:

Kristin Alford, Kristin Bohan, Bo Bryan, Mary Bryan, Rob Horvath, Laura Lee, Stella Mercado, Pamela Martin, Martha Propps, Scott Steffen, and Rachel Tomovski

The following members of the Board were absent:

Lynne Ford, Pamela Grant, Jason Hendrix, and Gene Mannella

Other Attendees:

Nathalie Hunt, CMCS Director

### **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**

Dr. Pamela Martin made a motion to approve the agenda. Ms. Kristin Alford seconded the motion, and the Board approved the agenda.

### **APPROVAL OF MINUTES FROM MARCH AND APRIL**

Ms. Kristin Alford made a motion to approve minutes from the March and April meetings. Ms. Stella Mercado seconded the motion and the Board voted to approve the minutes.

### **DIRECTOR'S REPORT**

Dr. Nathalie Hunt reported on the process for Teacher Reviews. She performs observations in the classrooms and then provides the teachers with specific feedback. Her goal for next year is to spend two hours per week on these observations. Lead Teachers participate in ADEPT. Teachers are required to submit IMovies to Dr. Hunt, which she discusses with them individually during "Conversations and Coffee."

The Annual Review will require the teacher present a five slide power point. Dr. Hunt will provide very specific feedback and some teachers will be given a timeline for certain required improvements.

Dr. Hunt reported on Academic Progress, stating that Lower Elementary classes are all using Running Records now to determine a child's reading level and strategies for fluency and comprehension. Measuring a student's development in the areas of the Seven Survival Skills will be especially important next spring, when there will be a group of students who have completed a three year cycle. Dr. Hunt plans to conduct a trial of each of the CAT abilities tests in the fall. With regards to decreasing the Achievement Gap, the Charter goal refers specifically to low income children significantly improving academically after three years at CMCS. Currently twelve percent of CMCS students qualify for Free or Reduced Lunch. At 160 students this year, 9 % are African American. Next year, with 184 students, the percentage remains the same, and there are seven African American children on the wait list for grades two through six. Dr. Bohan inquired about tracking all the African American students who had ever attended CMCS. Dr. Hunt responded that they would have that information available.

Dr. Hunt shared the revised Discipline Policy with the Board. She also will be having conversations with each class regarding recess concerns. She intends to add more equipment, but wants to ensure students understand this would mean more responsibility for them.

Dr. Hunt reported that she is receiving resumes for the new Upper Elementary Lead and Teaching Assistant positions.

## **ACTION ITEMS**

### **DISCIPLINE POLICY**

In a form previously circulated, Dr. Hunt had presented an addendum to the CMCS Discipline Policy. Dr. Martin made a motion to adopt the policy as presented. Ms. Alford seconded the motion and the Board VOTED to approve the revised discipline policy.

### **BOARD ELECTIONS**

Ms. Laura Lee made a motion to accept an Addendum to the Charter as presented by Chair Horvath. Ms. Martha Propps seconded the motion and the Board VOTED to approve the Addendum.

Ms. Stella Mercado made a motion to decrease the number of board members to eleven. Ms. Mary Bryan seconded the motion and the Board VOTED to approve the change to eleven members.

Chair Horvath appointed the following members to form a Nominating Committee: Kristin Alford, Rachel Tomovski, and Mary Bryan. Ms. Mercado made a motion to

accept the Nominating Committee. Ms. Lee seconded the motion and the Board VOTED to approve the Nominating Committee as appointed.

**FY-14 AUDIT**

Chair Horvath presented the Elliott-Davis Contract to the Board for approval. Ms. Mercado made a motion to accept the contract. Mr. Bo Bryan seconded the motion and the Board VOTED to approve the Elliott-Davis contract.

**DISCUSSION ITEMS**

**FY-15 BUDGET**

Chair Horvath reported that he, Gene Mannella, Jason Hendrix, and Nathalie Hunt, all met with Bill Moser to go over the FY-15 Budget, and Bill will be at the June meeting to do the final reading for board approval. A few items were corrected, and the P.E. teacher position was increased to full time to provide help at recess and an after school sports program.

**FACILITY UPDATE**

Mr. Scott Steffen reported that the Department of Justice will visit CMCS on May 19<sup>th</sup>. The loan application is awaiting the completion of the feasibility study.

**PUBLIC COMMENT**

There were no additional comments.

**MEETING ADJOURNED**

There being no further business to be transacted, Dr. Martin made the motion to adjourn. Ms. Mercado seconded the motion. The Board VOTED and the meeting was adjourned at 7:30 PM.

Respectfully Submitted,  
Rachel Tomovski  
CMCS Board Secretary