

*Coastal Montessori Charter School*  
*Board of Directors Meeting Minutes*  
*Monday, December 20, 2012 ~ 4:00 PM*

**BOARD MEMBER ROLL CALL**

The following members of the Board were present:

Kristin Alford, Kristin Bohan, Bo Bryan, Lynne Ford, Pamela Grant, Rob Horvath, Laura Lee, Gene Mannella, Camilla Parker, Martha Propps and Rachel Tomovski

The following members were absent:

Jason Hendrix and Stella Mercado

**CALL TO ORDER**

Chairman Horvath called the meeting to order at 4:06 PM.

**COMPLIANCE WITH FREEDOM OF INFORMATION ACT**

Chairman Horvath made the following statement in accordance with FOIA: This meeting of the CMCS Board of Directors was publicly announced in advance and is open to the public.

**READING OF THE MISSION STATEMENT**

Ms. Tomovski read aloud the CMCS mission statement.

**APPROVAL OF THE AGENDA**

The Board:

VOTED:

To approve the agenda with the addition of any questions regarding previously circulated reports.

**EXECUTIVE SESSION**

The Board:

VOTED:

To move into Executive Session to discuss Director Performance Evaluation.

**RETURN TO OPEN SESSION**

At 4:09 PM, the Board came out of Executive Session and Chair Rob Horvath made the following statement:

We are here to formalize the Director Performance Evaluation Process. We thought the Bylaws gave me authority to unilaterally appoint committees. In reviewing the Bylaws, we now understand it only allows me to appoint committee chairs. In addition, Dr. Brian

Carpenter, Nationally Renowned Charter School Board Governance Expert, still recommends that the Board ratify my appointment of the Committee Chair.

**ACTION ITEM**

Kristin Bohan made the following motion:

I move that a Director Performance Evaluation Committee be established, with Bo Bryan serving as Chair, and that this committee be tasked with conducting an interim performance appraisal and reporting back to the Board by no later than January 14, 2013.

**The Board:**

**VOTED**

And the motion was carried.

**The Board:**

**VOTED:**

To approve the Director Performance Evaluation Committee made up of the following members:

Kristin Alford, Kristin Bohan, Rob Horvath, Martha Propps, Bo Bryan (Chair), Gene Mannella, Camilla Parker, and Rachel Tomovski,

**ANNOUNCEMENTS**

On December 7 and 19, 2012, Board members, Rob Horvath and Kristin Bohan had two ninety minute consultations with Dr. Brian Carpenter to receive guidance on, among other things, best practices for conducting a mid-year Head of School performance evaluation. Dr. Carpenter is a nationally recognized expert in the field of charter school board governance.

As a follow up to our governance training with Dr. Carpenter on December 1, 2012, each of the board members is today receiving a spiral-bound hard copy of the CMCS Charter.

**PUBLIC COMMENT**

There were no comments.

**MEETING ADJOURNED**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:21 PM.

Respectfully Submitted,  
Rachel Tomovski, CMCS Board Secretary