

*Coastal Montessori Charter School*  
*Board of Directors Meeting Minutes*  
*Monday, October 15, 2012 ~ 6:00 PM*

**BOARD MEMBER ROLL CALL**

The following members of the Board were present:

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

The following members of the Board were absent:

Chris Bird and Lynne Ford

**OTHER ATTENDEES**

Lonnie Yancsurak, CMCS Director

Pam Martin, CMCS Parent

Jim Allison, CMCS Parent

Stella Mercado, Invited Guest

Charles Swenson, Coastal Observer

**CALL TO ORDER**

Chairman Horvath called the meeting to order at 6:07 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 an Announcement regarding the Department of Justice.

**MINUTES OF THE PREVIOUS MEETING**

The Board:

VOTED:

To approve the draft minutes of the last Board meetings held on September 10, 2012, in the form previously circulated.

## **WELCOME**

The Board welcomed new members, Pamela Grant and Laura Lee.

## **DIRECTOR'S REPORT**

Mr. Lonnie Yancsurak reported that enrollment is holding steady at 146 students:

76 males; 70 females; 10.3% African American; and 17.8% overall minorities.

CMCS students completed MAP Testing, used for tracking and meant to help teachers determine instructional needs. Individual scores will not go home as the test does not measure progress. Ms Kristin Alford suggested they be made available during parent/teacher conferences. Ms Laura Lee suggested it be stressed that these are not aptitude tests, but achievement tests. The District wishes there to be a sharing of information between the schools, especially when one does better in a given area, so that all may benefit from knowing what works. Meeting is planned with Patti Hammell.

The September Family Night focused on creating a sense of CMCS community and culture. To this end, families created cement tiles with personal trinkets and the PTO was introduced. The parents were able to visit different classrooms and receive various Montessori lessons.

The playground equipment has all been installed, as volunteers worked for two weekends. CMCS is working with the District to ensure the outdoor area meets all safety and aesthetic requirements. School grade mulch is needed for 12 inch deep fall zones.

Landscaping was completed outside the main entrance.

Regarding finances: 75% of fiscal year remains and the budget is still based on 138 students. 70% of revenue and expenditures still remain. Ms Kristin Bohan requested they schedule a finance committee meeting with Mr. Yancsurak to check where they are with the Grant. Mr. Yancsurak reported that he ran a detailed Profit and Loss Statement today, but that he still needs to determine what should be assigned to grant money.

## **DISCUSSION ITEM**

Ms Bohan proposed the Board consider appointing Ms Stella Mercado to fill one of the two seats that currently remain open, and in doing so, help satisfy the Charter's goal to have several Board members who are not CMCS parents. Ms Bohan asked the Board to refer to the bio that was previously circulated for the candidate's many excellent qualifications. Mr. Gene Mannella suggested that it might be best to discuss the decision in Executive Session, prior to putting it to a vote. The rest of the Board agreed to move this action item to the end of the meeting, following executive session.

## **BOARD TERMS**

Chairman Rob Horvath explained that Charter Law has recently been amended to allow for two year terms. There is no limit to the number of terms one can serve. After this initial year, Board terms will always be two years. However, to avoid a complete

changeover in members at one time, the current board will divide itself into two groups: one will serve a one year term (October 15, 2012 – June 30, 2013) and the other, a two year term (October 15, 2013 – June 30, 2014.) Ms Camilla Parker volunteered to be in the one year term group. Straws were drawn for the remainder of the positions. Below is the outcome:

1 Year Term

Camilla Parker  
Martha Propps  
Rob Horvath  
Kristin Alford  
Rachel Tomovski  
Chris Bird  
Bo Bryan

2 Year Term

Gene Mannella  
Kristin Bohan  
Laura Lee  
Jason Hendrix  
Pamela Grant  
Lynne Ford

**Officer Elections**

The Board:

VOTED:

To retain the current slate of officers.

**PARENT AND STUDENT HANDBOOK**

Mr. Bo Bryan reported that Mr. Yancsurak worked with the District’s version to create the CMCS Handbook. It remains a working document. After a year’s experience, there will likely be things that need to be added or modified. For example, age specific needs with regards to disciplinary action. This document will go home to every parent and the signature page will need to be completed and returned. Board members were asked to review the handbook for any changes that need to be made or anything blatant that is missing. It was observed by members that this is more a Code of Conduct than a Handbook, as it lacks school information such as lunch program, carpool, etc. It was thought that a statement directing parents to the website for any such information should be included, as well as contact information for the Board Chair and the School Director. The Board will need to vote to approve the content of the handbook, once they have had a chance to review it.

**ANNOUNCEMENTS**

Ms Laura Lee reported that the CMCS Library Project is underway. It will be installed in the office and the shelving is portable so it can go with the school whenever it moves from WMS. There is an initial \$12,000 to buy books and \$3,000 for software. The books come shelf-ready with barcodes. They meet the highest standards (non-fiction copyright cannot be older than 5 years, fiction not older than 11 years, with the newest versions of the classics.)The library will include digital materials, however no more than 25%. There is another grant request outstanding for \$12,000 from Sam Cook and the Waccamaw

Community Foundation. This money, if awarded to CMCS, will be received in January. This project has been set up on a free fundraising website. All donations will go strictly to buying books for the library. The goal is for an average of \$50 per student and there is a 10% match. The school should have half the books within the next couple of weeks.

Ms Kristin Bohan reported that Coastal Carolina University's Department of Education is pursuing Montessori Training for Bachelor and Masters Degrees. They are collaborating with Lander University and considering distance learning options. Mr. Horvath, Mr. Yancsurak and Ms Bohan met recently with CCU Research Assistants regarding data collection for Public Montessori, which is still a relatively new endeavor. CMCS wants to be involved and needs to consider Primary Feeder Programs in order to have research data from the beginning so that programs can be replicated. Time is being spent exploring early learning initiatives and grant options. CMCS will continue to foster its relationship with CCU regarding training and research.

Mr. Lonnie Yancsurak, along with the Upper Elementary teachers, will be attending the Montessori Model United Nations training in New York City this weekend. Ms Pam Martin offered to write a grant to hopefully secure funds for CMCS students to participate in this program next year.

Ms Kristin Bohan and Ms Rachel Tomovski, along with Lower Elementary teachers, Ms Antoinette Ursits, Ms Cara Helping, and Ms Mele Nelson, will be attending the South Carolina Montessori Alliance conference in Columbia this weekend. Ms Bohan was invited to speak at the conference and Ms Ursits will also be presenting.

The Board is registered, along with the Director, to attend the Governance Training Dec 1, 2012 and Apr 22, 2013, in Columbia.

Ms Bohan reported on the latest development with the Department of Justice. CMCS wrote to them the end of July and finally just heard back. They require a response by November 2<sup>nd</sup>, 2012. Ms Bohan said it is her intention to request more time. The DOJ mostly wishes to weigh in on where CMCS will permanently locate the school. The facilities team, including SGA, is working diligently to secure appropriate property and design an appropriate campus. The team's first choice would seem to be a good compromise as it is a piece of land just north of Prince George and very close to the Georgetown bridge. It is currently owned by USC and requires any building built on it be an educational facility. The response to the DOJ needs to be that CMCS is intent on retaining the families that are already engaged in order to keep the school going, but is looking to locate where there is an opportunity to reach diversity goals over the next five years.

## **EXECUTIVE SESSION**

Chairman Horvath moved the meeting into Executive Session at 7:33 PM in order to discuss the addition of a board member.

**RETURN TO OPEN SESSION**

At 7:44 PM, Chairman Horvath returned the meeting to Open Session.

**ACTION ITEM**

The Board:

VOTED:

To accept Stella Mercado to the Board of Directors.

**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 7:45 PM.

Respectfully Submitted,  
Rachel Tomovski, CMCS Board Secretary