

Coastal Montessori Charter School

Board of Directors Meeting

Monday, September 18th, 2017 ~ 6:00 PM

BOARD MEMBER ROLL CALL

The following members of the Board were present:

Ryan Fabbri, Patricia Gadek, Cathy Scott, Lesley Steedly, Scott Steffen and Rachel Tomovski

The following Board members were absent:

Jason Hendrix, Gene Mannella, and Stella Mercado

Also in attendance:

Dr. Nathalie Hunt, CMCS Director

Heather Edwards, KM Consulting

CALL TO ORDER

Vice Chair Scott Steffen called the meeting to order at 6:03 PM.

COMPLIANCE WITH FREEDOM OF INFORMATION ACT (FOIA)

Vice Chair, Mr. Steffen read aloud the FOIA statement.

READING OF THE MISSION STATEMENT

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

PUBLIC COMMENT

There were no comments.

APPROVAL OF THE AUGUST MINUTES AND THE AGENDA

Ms. Patricia Gadek made a motion to accept both August's Minutes, and the September Agenda (previously circulated.) Ms. Lesley Steedly seconded the motion. The Board VOTED unanimously to approve both the Minutes and the Agenda, and the motion passed.

DIRECTOR REPORT

Dr. Nathalie Hunt reported that there are currently 245 students enrolled in grades one through eight. Twenty-five of whom receive free lunch, and two are eligible for reduced lunch. Twenty-one students qualify for special services.

The building continues to present some challenges, including a sound issue with the room designated for band class. Dr. Hunt told the Board that the most cost effective and easiest fix is to put dry wall around the glass. Not considered a major project, this route would not require OSF approval. She will have bids to present at next month's meeting.

The two biggest issues still not being addressed are the HVAC unit and the doors. She continues to inquire, but nobody is taking responsibility. She feels they are stalling. RC Jacobs is located in Georgetown and the door company in Florence. FBI Construction is in Conway. The warranty expires in November. Mr. Ryan Fabbri offered to reach out to the companies on behalf of the school and the Board, and work to have the situation rectified. Dr. Hunt will forward him the necessary information. She also informed the board of an issue with items already beginning to rust, like sinks and a spigot outside. Another serious problem is the very loud vibrations coming from the ceiling between two of the Upper El rooms, as a result of no insulation separating the wood ceiling from the unit sitting directly on it. She said students speaking cannot be heard over the noise, and she will not be able to put any hearing impaired students in either of those rooms.

Dr. Hunt was able to share some of the test results from 2017, compared to those of 2016, and she noted that in all categories, CMCS is trending in a positive direction. The site was down, so she was unable to get the grade level data in time for this meeting, but she will email it to board members when it becomes available. She will be presenting the data to the staff at their meeting tomorrow. With the SC PASS, which tests both Science and Social Studies, there were consistent jumps from last year to this year. With SC READY, it was apparent that students fared better with the paper and pencil approach this year, compared to the online version last year. There were significant increases in ELA scores. There was not as great a jump in Math, and Dr. Hunt assured the Board that the staff will continue to focus on this area. She plans to have the “Word Wednesday” exercise in Upper Elementary include math data, and teachers will continue to revisit and review all concepts that have been taught throughout the year.

Dr. Hunt requested again that the Board consider boosting the salaries of the Operations Manager, the Office Manager, and the Building Manager. She explained that each of these individuals wears multiple hats and that at any other school of this size; these duties would be spread among nine people. Her goal, over the next three years, is to bring them up to \$45K. Mr. Fabbri and Dr. Scott each spoke in support of this and Mr. Steffen agreed that no board members seem to have any objection, so the Board will begin looking at how to accomplish this.

FINANCIAL UPDATE

Prior to the meeting, Treasurer, Jason Hendrix and Mr. Gene Mannella reviewed the budget and circulated copies to all board members.

Dr. Hunt discussed the new format of the Statement of Revenues and Expenses, and some of the line items she wished to draw the Board’s attention to. She was pleased to report that she was able to give each classroom \$1000 to invest in materials this year.

Ms. Kim organized a Donors Choose campaign and raised money to purchase more computers for the media center.

Dr. Hunt informed the Board that the District has added October 27th to the student calendar to compensate for the days school was closed due to the storm, which unfortunately means she has to cancel the Professional Development session she had scheduled for the staff that day.

Reusable trays have been purchased and Dr. Hunt has reached out to the District for a dishwasher and a salad bar. Both items have been approved by the board, and the cost will be covered by “after construction money.” By acquiring them through the District, the hope is that they will help with any maintenance.

Dr. Hunt informed the Board that fifteen members from the USDA would be coming to visit CMCS on September 20th.

EXECUTIVE SESSION

Mr. Steffen moved that the board go into executive session to discuss the slate for the FY-18 Executive Committee. Mr. Fabbri seconded the motion and the Board VOTED unanimously to move into executive session at 6:53 PM.

RETURN TO OPEN SESSION

Dr. Scott moved that the board return to open session to VOTE on the following slate for Executive Committee:

Chair: Dr. Cathy Scott

Vice Chair: Mr. Scott Steffen

Treasurer: Mr. Ryan Fabbri

Secretary: Ms. Rachel Tomovski

Ms. Steedly seconded the motion. The Board VOTED unanimously to return to open session at 7:08 PM.

ELECTION OF FY-18 EXECUTIVE COMMITTEE

Ms. Steedly made a motion to elect the following board members to the FY-18 Executive Committee:

Dr. Cathy Scott to serve as Chair

Mr. Scott Steffen to continue serving as Vice Chair

Mr. Ryan Fabbri to serve as Treasurer

Ms. Rachel Tomovski to continue serving as Secretary

Ms. Gadek seconded the motion. The Board VOTED unanimously and the motion carried.

MEETING ADJOURNED

There being no further business to be transacted, Mr. Steffen moved that the meeting be adjourned. Dr. Scott seconded. The Board VOTED unanimously and the meeting was adjourned at 7:21 PM.

Respectfully Submitted,
Rachel Tomovski
CMCS Board Secretary