

Coastal Montessori Charter School

Board of Directors Meeting

Monday, May 11, 2015 ~ 6:00 PM

BOARD MEMBER ROLL CALL

The following members of the Board were present:

Kristin Alford, Kristin Bohan, Mary Bryan, Jason Hendrix, Rob Horvath, Gene Mannella, Pamela Martin, Stella Mercado, Scott Steffen, and Rachel Tomovski

The following members of the Board were absent:

Lynne Ford and Martha Propps

Other Attendees:

Dr. Nathalie Hunt, CMCS Director

Dr. Cathy Scott, Coastal Carolina University

Mr. Charles Swensen, Coastal Observer

CALL TO ORDER

Chair, Mr. Rob Horvath, called the meeting to order at 6:05 PM.

COMPLIANCE WITH FREEDOM OF INFORMATION ACT (FOIA)

Chair, Mr. Horvath 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 AGENDA

Chair Horvath requested an amendment regarding the Financial Report: just having been notified of a Personnel change for next year which will affect the budget, he asked that the Third Reading and Approval of the FY-2016 Budget be postponed until the June Board Meeting. Ms. Kristin Alford made a motion to accept the agenda with the amendment and Dr. Pamela Martin seconded it. The Board VOTED unanimously and the agenda was approved.

APPROVAL OF APRIL MINUTES

Ms. Stella Mercado made a motion to approve the minutes from the April meeting. Mr. Gene Mannella seconded the motion and the Board VOTED unanimously to approve the April minutes as presented.

DIRECTOR'S REPORT

Dr. Nathalie Hunt shared notes with the Board from the latest CMCS Team Meeting, in which the staff determined and discussed their SMART Goals. Stemming from the Charter goals, which Dr. Hunt was proud to observe they all knew well, their goals included sharing a strong identity as “Montessorians in this community preparing students to be global citizens,” as well as taking ownership for fundraising and for enrollment. They are working with Tia and the Board to develop a fundraising strategic plan, and they shared many recruitment ideas including partnering with Habitat for Humanity, student to student recruiting, and creating a PSA to run on the GCSD channel. Other ideas that transpired from their session include: focusing more on prospective parents; hosting family nights instead of lectures for Parent Education; participation in local parades; and teaming up with feeder preschools for programs like reading buddies. They also discussed staff recruitment and retention.

Dr. Hunt has been working through her narrative piece for the Director Evaluation, and shared with the Board what she had written to date. Regarding goals, she plans to have an updated and approved Handbook to share with the community by the end of the summer. It is with the attorney now. At the suggestion of the staff, she is going to put together a FAQ Binder to keep in the public office for parents to refer to when they have generic questions and she is unable to meet with them at the time.

Offering a Formal Observation Day on the second Wednesday of each month has proven successful, and she plans to continue this practice.

Dr. Hunt will continue to ensure that 75% of the teaching staff has their SC standard as well as their Montessori certification for the age group they are teaching.

Some things she will continue to monitor and evaluate the teachers on are: prepared environment; record keeping; appropriate homework; and sequencing of key lessons.

Some goals she has for curriculum development are: Common Core math; access to high quality science experiments; and creating a more focused ELA/Reading/Writing curriculum, building on the “Step Up to Writing” that has been universally implemented in each class.

The teachers will be finished with ADEPT next year, and Dr. Hunt plans to use the time that this will free up to implement more support from herself, along with veteran teachers, Sarah Wilson (UE) and Antoinette Ursits (LE), in whatever areas are needed.

With regards to technology, Dr. Hunt reported that CMCS has received a charging cart for twenty-five HPs, which will be delivered soon. She also has just learned that Chromebooks and iPads are now approved by the Department of Education for PASS Testing. She plans to continue to research and evaluate what would be the best option for CMCS.

ACTION ITEMS

Chair, Rob Horvath, reported that three, and possibly four, current board members will be completing their term of service in June, and that one to three new candidates would be added to the slate for the June election, which Mary Carmichael will again set up and send out to the community via email. To this end, a Board Nomination Committee should be formed. Chair Horvath volunteered to serve, as did Dr. Martin, and Secretary, Ms. Tomovski.

Ms. Mercado made a motion to form a Nomination Committee comprised of the above named members, and Mr. Mannella seconded the motion.
The Board VOTED unanimously and the motion passed.
The slate will be presented at the June meeting.

INFORMATION ITEMS

Treasurer, Mr. Jason Hendrix reviewed the **April 2015 budget report** with the Board. Mr. Hendrix shared with the Board that as of this morning, Dr. Hunt had made a Personnel change affecting the **FY-16 Budget**, and it was not yet reflected in the copies circulated. Dr. Hunt clarified that she offered a current T.A., who is also teaching art, the option of continuing next year as a full time T.A. or, at the same salary, continuing as Art teacher, adding the roles of Media Specialist and Test Coordinator. The employee chose the latter, so Dr. Hunt will post the T.A. position, and the FY-16 Budget will be amended accordingly. The third and final reading will then occur at the June board meeting.

Chair Horvath reported that the construction documents are needed in order for the loan to close, and they are still with the OSF, awaiting approval. Once their approval is received, they will go to the USDA architect for approval. James Rice, SGA, believes it will be a couple more weeks. The goal is still to get the request for bids out by the end of May.

Dr. Kristin Bohan shared that she and Dr. Hunt have received notice that they are on the agenda for the upcoming GCSD board meeting, at which time they will present the proposal for the Montessori Primary Pilot Program (as previously circulated to the board.) In light of this, Dr. Hunt has decided to postpone her presentation to the GCSD board regarding adding Middle School until their June meeting.

Dr. Hunt reported that CMCS is now an official member of the American Montessori Society, which allows the school and staff to access all kinds of Montessori resources and networking opportunities. She can now also post jobs on the AMS site.

Dr. Martin acknowledged the note in the CMCS newsletter referring to Aftercare. Dr. Hunt said that by saying she was not going to offer it next year, she was able to see who really depends on it, and that now she can consider maintaining the program, but structuring it differently, so that the needs of both the families and the budget can be met.

ANNOUNCEMENTS

Dr. Martin shared that the Upper Elementary students will hold their mock MMUN on Friday, May 29th from 9 AM to 12 PM, in the auditorium. She encouraged everyone to attend.

Dr. Hunt shared that she was informed this week that she has been nominated for Administrator of the Year.

MEETING ADJOURNED

There being no further business to be transacted, Ms. Alford made the motion to adjourn. Mr. Steffen seconded the motion. The Board VOTED unanimously and the meeting was adjourned at 7:24 PM.

Respectfully Submitted,
Rachel Tomovski
CMCS Board Secretary