

FINAL

COASTAL MONETSSORI CHARTER SCHOOL
MINUTES OF A MEETING OF THE BOARD OF DIRECTORS
MONDAY, April 20, 2020

Directors Present:

Paula Johnson, Tyler Easterling, Sarah Smith, Kathy Redwine, Kelly Hayes, Joy Burch, Jennifer Plunket, Kim Evans-Robey, Wes Bryant

Quorum:

Yes

Also Present:

Dr. Gene Nicastro, Incoming Director, Dr. Chip Hennecey, Interim Director, Tia Bergeron, Business Manager, Chris Sokoloski with Coastal Observer

Call to Order

A meeting of the Board of Directors of Coastal Montessori Charter School (CMCS), was held on Monday, April 20, 2020 at 6:00pm via Zoom due to the COVID-19 quarantine. The meeting was called to order by Tyler Easterling at 6:06pm.

Adoption of Agenda:

Tyler Easterling presented to the Board the agenda for the meeting; agenda approved as presented.

Approval of Minutes of March 16, 2020 Meeting

Tyler Easterling presented to the Board the minutes of the March 16, 2020 meeting for Board approval. Minutes approved as distributed.

No PTO Report.

Interim Director's Report

- Enrollment Data – 251 students enrolled
- Waiting List – no change

Maintenance:

- Grand Hall divider has been ordered. Met with installer.
- Classroom window shades to be installed on April 23.
- Security doors - contacted NextGen and district. Waiting for install date.
- Bus loop gate installation has begun.

Personnel:

- Nikki Elicker and Haley Drecksage are the newest teaching assistants.
- Ashley Palmer is not returning next year. Sarah Wilson will be returning to Upper El.
- Curriculum Coordinators for 20-21 – Lower El Amy Williams and Upper El/Middle School – Dr. T
- Guidance Counselor for 20-21, 1 day per week is Macon Warren.
- All positions for the 2021 school year have been filled. Contracts going out 4/21.

Operations:

COVID-19 update: All state school districts closed per Governor's orders until April 30.

Chairman's Report

- Welcome Dr. Nicastro.

- Acknowledged the passing of former Board Member Chris Bird.
- Board elections will be held May 19-21. Filing is April 27-May 11. Candidates will be posted on May 13.

Finance Committee Report

- 19-20 Budget updates – None at this time.
- 20-21 Budget updates – More money was added to teacher salaries.
- Prestige Contract is increasing from \$35,000-\$38,000. We have not received increases each year per the contract. We are receiving a discount. Cost per student without discount is \$180.00. Discussed researching other services that Prestige can provide the school that are included in cost.
- The district is changing computers used for checking in and checking out of students, parents, and volunteers. They are going with Lenovo computers. They have ordered one for CMCS. Bond money is being used to cover the cost of the upgrade.
- Hwy 17 Signage estimates presented by Kim Evans-Robey reviewed. Haynes Sign Co. with LED estimate for \$35,259.34. Seaboard Sign Co. with LED estimate for \$47,133.36. Seaboard Sign Studio and Graphics with LED estimate for \$38,766.08.

Motion: Wes Bryant made motion to approve 20-21 revised budget.

Second: Tyler Easterling

Vote: Unanimous

Resolved: Motion carried

Motion: Sarah Smith made motion to approve the Prestige contract for \$38,000.00 per year.

Second: Jennifer Plunket

Vote: Unanimous

Resolved: Motion carried

Motion: Kim Evans-Robey made a motion to approve purchase of Lenovo computer for \$1,148.03 with Bond Referendum Money.

Second: Jennifer Plunket

Vote: Unanimous

Resolved: Motion carried

Motion: Kim Evans-Robey made motion to approve cost of sign on Hwy 17 up to \$47,133.36 using Bond Referendum Money.

Second: Joy Burch

Vote: Sarah Smith - no

Resolved: Motion carried

Motion: Kim Evans-Robey made motion to apply for variance for LED sign on Hwy 17 for \$250. This will come out of the CMCS budget.

Second: Joy Burch

Vote: Sarah Smith - no

Resolved: Motion carried

Motion: Wes Bryant made motion for Kim Evans-Robey to do research for furniture for new office.

Second: Sarah Smith

Vote: Unanimous

Resolved: Motion carried

Policy/Procedure Committee Report

- Kim Evans-Robey reviewed numerous policies for updates.

Motion: Kim Evans-Robey motion to approve Accounts Payable Policy.

Second: Kelly Hayes

Vote: Unanimous

Resolved: Motion carried

Motion: Kim Evans-Robey motion to approve Cash Handling Policy.

Second: Kelly Hayes

Vote: Unanimous

Resolved: Motion carried

Motion: Kim Evans-Robey motion to approve Credit and Debit Usage Policy.

Second: Joy Burch

Vote: Unanimous

Resolved: Motion carried

Motion: Kim Evans-Robey motion to approve Parent Grievance Policy. Approval subject to attorney review.

Second: Wes Bryant

Vote: Unanimous

Resolved: Motion carried

Motion: Kim Evans-Robey motion to approve PTO Donation Policy.

Second: Wes Bryant

Vote: Unanimous

Resolved: Motion carried

Motion: Kim Evans-Robey motion to approve Signature Requisition Policy.

Second: Kelly Hayes

Vote: Unanimous

Resolved: Motion carried

Motion: Kim Evans-Robey motion to approve South Carolina Pregnancy Accommodations Policy.

Second: Kelly Hayes

Vote: Unanimous

Resolved: Motion carried

Motion: Kim Evans-Robey motion to approve Teacher Credentials Policy.

Second: Kelly Hayes

Vote: Unanimous

Resolved: Motion carried

Motion: Wes Bryant made motion to enter into Executive Session at 7:00pm. Board moved out of Executive Session at 7:42pm.

Discussion:

There being no discussion and no further business to come before the Board, the meeting was adjourned at 7:58pm.

Respectfully submitted, Paula Johnson, Recording Secretary