

FINAL

COASTAL MONETSSORI CHARTER SCHOOL
MINUTES OF A MEETING OF THE BOARD OF DIRECTORS
MONDAY, August 17, 2020

Directors Present:

Paula Johnson, Tyler Easterling, Sarah Smith, Kim Evans-Robey, Tiffany Jenkins, Kristi Stephens, Gwyndolyn Single, Meagan Leventis

Also Present:

Dr. Gene Nicastro, Incoming Director, Dr. Chip Hennecey, Interim Director, Amy Williams, Lower Elementary Teacher, Chris Sokoloski with Coastal Observer, Stella Mercado, Parent, Antoinette Ursits, Lower Elementary Teacher, Amy Miller, PTO, Sarah Wilson, Upper Elementary Teacher, Jaime Davis

Call to Order

A meeting of the Board of Directors of Coastal Montessori Charter School (CMCS), was held on Monday, August 17, 2020 at 6:00pm via Zoom due to the COVID-19 quarantine. The meeting was called to order by Tyler Easterling at 6:01pm.

Quorum:

Yes

Adoption of Agenda:

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

Approval of Minutes of July 27, 2020 Meeting

Tyler Easterling presented to the Board the minutes of the July 27, 2020 meeting for Board approval. Minutes approved as distributed.

Swearing In of New Board Members

Mike Cafaro was in attendance to administer the Oath of Public Officials. New Board Members were sworn in.

Director's Report

Dr. Gene Nicastro presented Director's Report.

- **Sidewalks** – Concrete has been poured, but still need additional soil along edges and drainage rock by the school. New sod is needed in some areas.
- **Exterior Cleaning** – The exterior cleaning of the school and sidewalks will be scheduled once the landscaping is complete.
- **Key and Access Points** – NextGen has finished the installation of the key and access points.
- **Painting** – All dry erase boards have been painted. Leftover dry erase mixture was used in the art room and conference rooms.
- **COVID 19** – Temporary isolation areas have been identified and privacy curtain is being installed. Nurse's office has been rearranged for better spacing and privacy curtains will be installed.
- **Facility** – A fire alarm went off on Friday, August 14th at approximately 1:00 pm due to faulty smoke detector. Fire Department was dispatched. After clearing the building, Virginia Fire and Sprinkler Company was called to make necessary repairs.
- **Enrollment** – Currently 236 enrolled. We have a waitlist of 19, mostly in grade 4.
- **Staffing** – Macon Warren has been hired as Middle School ELA teacher.

Chairman's Report

- Board members please send a bio and photograph for the website to Kristy in the office.
- Board Meetings are the 3rd Monday of the month at 6:00 pm, usually at the school but will continue on Zoom until we can go back into the school.

Policy Committee Report

Kim Evans-Robey presented policy updates to Logo Guidelines Policy, COVID-19 Leave Policy, and Title IX.

Motion: Sarah Smith made motion to approve updates to the Logo Guidelines Policy.

Second: Tiffany Jenkins

Vote: Unanimous

Resolved: Motion carried

Motion: Sarah Smith made a motion to approve the COVID-19 Leave Policy.

Second: Tiffany Jenkins

Vote: Unanimous

Resolved: Motion Carried

Motion: Kim Evans-Robey made a motion to approve the Title IX Policies.

Second: Tiffany Jenkins

Vote: Unanimous

Resolved: Motion Carried

20-21 Board Officer Elections

Motion: Tyler made a motion to appoint Sarah Smith Treasurer.

Second: Gwyndolyn Single

Vote: Unanimous

Resolved: Motion Carried

Motion: Tyler made a motion to appoint Paula Johnson Secretary.

Second: Sarah Smith

Vote: Unanimous

Resolved: Motion Carried

Motion: Tyler made a motion to appoint Kelly Hayes Vice-Chair.

Second: Sarah Smith

Vote: Unanimous

Resolved: Motion Carried

Motion: Sarah Smith made a motion to appoint Tyler Easterling Chair.

Second: Kim Evans-Robey

Vote: Unanimous

Resolved: Motion Carried

20-21 Committees

i. Finance - Sarah Smith, Treasurer, Chair
Kim Evans-Robey, Bond Referendum
Tyler Easterling
Kristi Stephens

ii. Marketing – Gwyndolyn Single, Chair
Tiffany Jenkins
Paula Johnson
Sarah Smith

iii. Policy and Procedures – Meagan Leventis – Chair
Kelly Hayes
Kristi Stephens

There being no further discussion and no further business to come before the Board, the meeting was adjourned at 6:42 pm.

Respectfully submitted, Paula Johnson, Recording Secretary