

COASTAL MONTESSORI CHARTER SCHOOL  
MINUTES OF A MEETING OF THE BOARD OF DIRECTORS  
MONDAY, MARCH 15, 2021

**Directors Present:**

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

**Absent:** Kelly Hayes

**Also Present:**

Rosemary Gray, Interim Director, Chris Sokoloski, Coastal Observer, Joy Burch, PTO President

**A. Call to Order**

**a. Quorum:**

Yes

A meeting of the Board of Directors of Coastal Montessori Charter School (CMCS) was held on Monday, March 15, 2021 at 6:00 pm in-person and via Zoom due to COVID-19. The meeting was called to order by Tyler Easterling at 6:09 pm.

**b. Approval of Agenda:**

Tyler Easterling presented to the Board the agenda for the meeting. Tiffany Jenkins made motion to approve. Gwyn Single seconded. Agenda stands as distributed.

**c. Approval of Minutes of February 22, 2021 Meeting**

Tyler Easterling presented to the Board the minutes of the February 22, 2021 meeting for Board approval. Tiffany Jenkins made motion to approve. Gwyn Single seconded. Minutes stand approved as distributed.

**B. Information and Reports**

**a. PTO Report** presented by Joy Burch, PTO president. Updated the board on postponed Read-a-Thon. Big push is May Golf Tournament and Palmetto Giving Day. They are looking for sponsors for all levels.

**b. Director's Report** presented by Rosemary Gray, Interim Director.

- Music Volunteer Mary Ruth Ragland will be working with our students each Friday. Her first day was this past Friday, March 12. She is instructing them in the fundamentals of music and is teaching them how to play hand bells, choir bells, and harp guitar.
- March 19 - Staff Development - Three of our instructors (Dr. T., Ms. Amy, and Ms. Macon) will lead our staff development session. One of the focuses will be on Todd Whitaker's book, What Great Teachers Do Differently: Nineteen Things That Matter Most. Dr. T. and Ms. Macon will lead group sessions where teachers will discuss, analyze, and reflect on their roles as educators, as well as on best practices. Ms. Amy will lead a session focusing on our school, our goals, our vision, etc.
- After-school Remediation Program - Plans in progress - Dr. T. is heading up the program and is serving as the liaison between the school district

and CMCS. All schools in the district are working to offer a remediation program for students who qualify.

- Charter Renewal Process - Have reached out to Mr. Bowers to talk about how and when to get the process started. Will provide details after speaking with him.
- Junior Academic Bowl - March 23 at GHS auditorium
- Our library will be open for business within a week. Ms. Taryn Bruinooge will work with our teachers and students on setting up a regular schedule for class visits.
- Enrollment - Will enroll two new virtual students next week. Currently 233 total students enrolled, with these new students.
- Ms. Amy Miller is working with Kristy Harbaugh on an updated CMCS brochure that we can use for marketing purposes. Once those are in, they will be placed strategically around the county in order to reach as many people in all areas of the county as possible.

### c. Chairperson's Report

- Brochure draft was sent to Board. Any changes send to Tyler. Printing them later this week.
- CMCS 2021 Board Election –
- **Candidate Filing/Appointment Application Period** - March 22<sup>nd</sup> April 5<sup>th</sup> (12 Noon). **Filing Form Questions** - Answers will be limited to 100 words  
Why do you want to serve on the CMCS Board of Directors?  
How do you hope to advance the mission of CMCS by serving on the board?  
What do you see as your greatest strengths, and what positive additions can you bring to this board?  
Please provide one example of something you feel CMCS is doing well. Also, what do you consider to be the most important issue for the school to focus on in the immediate future?
- **Breakdown of Seats**  
2 Appointed  
2 Elected
- **Posting of Election Candidates**  
April 7<sup>th</sup>
- **Election**  
April 13<sup>th</sup> (7:00 am) - April 15<sup>th</sup> (7:00 pm)
- **Board Meeting to make Appointments**  
April 19<sup>th</sup>
- **New Board Sworn into Office**  
May 17<sup>th</sup> Regular Meeting
- Contract Negotiations with Rosemary Gray with assistance of Mary Addison Caudill.

### C. Public Comments

The Board Chair informed the Board that no one signed up for public comment.

#### **D. Action Items**

##### **a. Bond Money Usage**

i. Tyler Easterling on behalf of Kim Evans-Robey on air purification quotes. Tyler made a motion to approve the \$13,659.26 estimate from Trane Us Inc. using bond money.

**Second:** Meagan Leventis

**Vote:** Unanimous

**Resolved:** Motion carried

**b. Finance Committee Report** presented by Tyler Easterling on behalf of Sarah Smith, chair of the Finance Committee.

i. Tyler presented Amazing Blades contract for lawn maintenance and landscaping and made a motion to approve. The contract defines the number of weeks per year, services, and additional details.

**Second:** Gwyn Single

**Vote:** Unanimous

**Resolved:** Motion carried

**c. Policy Committee Report** presented by Meagan Leventis, chair of the Policy Committee.

i. Meagan presented COVID-related leave policy and At-Will Employment Agreement.

Meagan Leventis made a motion to adopt the COVID-Related Leave Policy.

**Second:** Kristi Stephens

**Vote:** Unanimous

**Resolved:** Motion carried

ii. Meagan Leventis made a motion to approve updates to the At-Will Employment Agreement.

**Second:** Kristi Stephens

**Vote:** Unanimous

**Resolved:** Motion carried

**E.** Gwyn Single made motion to adjourn. Meagan Leventis seconded.

**F.** Next scheduled meeting is April 19 at 6:00 pm.

There being no further discussion and no further business to come before the Board, the meeting was adjourned at 6:49pm.

Respectfully submitted, Paula Johnson, Recording Secretary

