APPROVED

Coastal Montessori Charter School

Minutes

Board of Directors Meeting

Date and Time
Monday June 16, 2025 at 6:00 PM

This is the monthly CMCS Board of Directors meeting.

Directors Present
A. Bailey, A. Setari (remote), J. Dent, J. Dew (remote), M. Easterling, R. Dawson, R. Ferdon, R. Richardson

Directors Absent
None

Guests Present
C. Bergeron

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

R. Richardson called a meeting of the board of directors of Coastal Montessori Charter School to order on Monday Jun 16, 2025 at 6:06 PM.

C.

Approval of Agenda

M. Easterling made a motion to approve the minutes from Board of Directors Meeting on 05-19-25.
J. Dent seconded the motion.
Minutes were accepted.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes

II. Governance

A. CMCS PTO Report

New PTO president will be elected July, 2025.

B. CMCS Director's Report

Currently in a hiring session. Trying to fill a few more positions.

C. CMCS Board Chair Report

Board Retreat this Saturday. Using Board OnTrack.

III. Finance

A. May Financial Report

B. FY 26 Budget

J. Dew made a motion to approve the FY 26 Budget.
R. Ferdon seconded the motion.
Melissa Yutzy from Veris went over the second reading of the 2026 budget. Julie Dew made the motion and Ricky Ferdon second the motion. Unanimous approval.
The board **VOTED** unanimously to approve the motion.

IV. Facility

A. Public Meeting Information Requirements

A. Bailey made a motion to Move forward with the USDA Rural Loan application.
M. Easterling seconded the motion.
Pre-application package. Reached out to Mary Allison for a nonprofit. Evidence of significant support, Chris reached out to Dr. Giles for a letter. Marshall will get a letter from Goldfinch. Jessica will reach out to Stella Mercado. Items 6 & 8 are completed. Item 9 is completed. USDA loan for a construction project. Item 10 is not completed. Item 11 is completed. Items 12-15 are completed. Discussion about the financial implications of the building process.

The board **VOTED** unanimously to approve the motion.

B. USDA Rural Development Project

V. Employee Handbook Update

A. Update to Employee Handbook

A. Bailey made a motion to The addition of language that GCSD adopted regarding Paid Parental Leave in 2023 needs to be added to our current handbook to make it retroactive to September 2023.
J. Dent seconded the motion.
The addition of language that GCSD adopted regarding Paid Parental Leave in 2023 needs to be added to our current handbook to make it retroactive to September 2023.
The board **VOTED** unanimously to approve the motion.

VI. Approval of 2025-2026 Handbooks

A. Employee Handbook

R. Ferdon made a motion to Approve the 2025-26 employee handbook with the changes discussed.
J. Dent seconded the motion.
Changes in the handbook:
Time without pay is added if a day is taken directly before a holiday
Flex time added

The board **VOTED** unanimously to approve the motion.

B. Student Code of Conduct

There were no changes to the code, only format changes.

C. Parent Handbook

J. Dent made a motion to approve the 2025-26 parent handbook.
A. Bailey seconded the motion.
Deleting the 1st paragraph, increasing the activity fee,
The board **VOTED** unanimously to approve the motion.

VII. Housekeeping Items

A. Board Retreat

Board retreat this Saturday, June 21st, 8:30-2:30. Dress comfortably. Email Chris if you have a specific topic for the consultant.
Topics for the Day:

Goals for the School
Get to know you activities
Plan the Year for Board Meetings
Work on the budget earlier in March

VIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:25 PM.

Respectfully Submitted,
M. Easterling

Documents used during the meeting

- BOD Meeting Minutes April 14, 2025.docx
- Coastal Montessori Preliminary FY26 Budget.xlsx
- GCSD Paid Parental Leave.pdf
- CMCS Safety Procedures Handbook 2025-2026.docx
- CMCS Procedural Handbook 2025-2026.docx
- Employee Handbook 2025-2026 (1).docx
- Student Code of Conduct 2025-2026.docx
- Parent Handbook 2025-2026.docx

Please note that the Board may elect to take action on issues discussed during Executive Session prior to adjournment.