



Lowcountry Montessori School

November 2017 Facility Committee Meeting

Date and Time

Wednesday November 29, 2017 at 4:00 PM EST

Location

749 Broad River Drive Beaufort, SC 29906

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:00 PM
Opening Items			
A. Record Attendance and Guests			
B. Call the Meeting to Order			
C. Approve Minutes	Approve Minutes		
II. Facility			4:00 PM
Facility			
A. Playground Update	Discuss	Matt Zappia	5 m
B. 1 Year Walk-Throughs Update	Discuss	Matt Zappia	15 m
C. Gym Work Session	Discuss	Clay Lucas	5 m
Schedule a work session to work on gym plans (February timeframe)			
D. Emergency Preparedness Protocol Update	Discuss	Matt Zappia	15 m

	Purpose	Presenter	Time
Where are we on the development of updating emergency preparedness protocols?			
E. Job Description Review	Discuss	Alex Moody	20 m
Review Facility Committee Job Description and identify if we have anything that we should be working on that we currently don't have on radar.			

III. Other Business

IV. Closing Items

A. Adjourn Meeting	Vote		
---------------------------	------	--	--