



# Lowcountry Montessori School

## Monthly Board meeting

### School Board Meeting

Published on November 16, 2022 at 3:30 PM EST

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#### Date and Time

Thursday November 24, 2022 at 5:30 PM EST

#### Location

Low Country Montessori School

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The mission of Lowcountry Montessori School is to provide an authentic Montessori education building a foundation for lifelong learning.

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#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:30 PM</b>
Opening Items			
<b>A. Determination of Quorum</b>		Gregory Alexander	1 m
<b>B. Call the Meeting to Order</b>		Gregory Alexander	1 m
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<b>C. Reading of the Mission Statement</b>		Gregory Alexander	5 m
1 Read Mission Statement			
2 Pledge of Allegiance			
<b>D. Approval of Agenda</b>	Vote	Gregory Alexander	1 m

	Purpose	Presenter	Time
<b>E. Statement of Compliance with FOIA</b>		Gregory Alexander	1 m
<b>II. Consent Agenda</b>			<b>5:39 PM</b>
<b>A. Approve minutes from 10/27/2022 Regular board meeting.</b> 10/27/22 approval of minutes	Approve Minutes	Gregory Alexander	5 m
<b>III. Public Comment</b>			<b>5:44 PM</b>
<b>A. Public comment period, limited to 3 minutes per person.</b> The LMS public comment policy: <a href="https://app2.boardontrack.com/public/6m1IWX/home">https://app2.boardontrack.com/public/6m1IWX/home</a>	FYI		10 m
<b>IV. Director's Report</b>			<b>5:54 PM</b>
<b>A. October Update</b>	FYI	Amy Horn	10 m
<b>V. Committee Reports</b>			<b>6:04 PM</b>
<b>A. Finance Report</b> Finance update	Discuss	Prestige Accountant	20 m
<b>B. Governance</b> 1. Need to finish Director Evaluation. 2. Monthly meetings .	Discuss	Gregory Alexander	10 m
<b>C. Facilities</b> Update on facilities.	Vote	Martha Watkins	10 m
<b>VI. New Business</b>			<b>6:44 PM</b>
<b>A. Forgiveness of Thursday</b> 1. Forgiveness of Thursday school closing.	Vote	Amy Horn	5 m
<b>VII. Discussion of Aiming Center</b> Discussion of use of facility by aiming center.			
<b>VIII. Executive Session</b>			<b>6:49 PM</b>
<b>A. Executive Session</b> This session held in accordance with SC Code of Law, Title 30, Chapter 4, meaning it pertains to one or more of the following types of discussions:	Discuss		30 m

**Purpose      Presenter      Time**

- Section 30-4-70(a)(1) Discussion of employment, appointment, compensation, promotion, demotion, discipline, or release of an employee, a student, or a person regulated by a public body or the appointment of a person to a public body.
- Section 30-4-70(a)(2) Discussion of negotiations incident to proposed contractual arrangements and proposed sale or purchase of property, the receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege, settlement of legal claims, or the position of the public agency in other adversary situations involving the assertion against the agency of a claim.

**IX. Other Business 7:19 PM**

A. Vote on matters from Executive Session, if required	Vote	Gregory Alexander	5 m
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**X. Closing Items 7:24 PM**

A. Adjourn Meeting	Vote	Gregory Alexander	2 m
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## Coversheet

Approve minutes from 10/27/2022 Regular board meeting.

**Section:** II. Consent Agenda  
**Item:** A. Approve minutes from 10/27/2022 Regular board meeting.  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Monthly Board meeting on October 27, 2022



# Lowcountry Montessori School

## Minutes

### Monthly Board meeting

### School Board Meeting

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#### **Date and Time**

Thursday October 27, 2022 at 5:30 PM

#### **Location**

Low Country Montessori School

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#### **Directors Present**

A. Thompson, C. Garnes (remote), G. Alexander (remote), J. Dameworth, J. Ephland, J. Poole, L. Young, S. Boggs

#### **Directors Absent**

*None*

#### **Guests Present**

A. Horn, B. Shaffer, Debbie Bell - PTO, Hannah Crowler, Ken Martin - Annual Audit, S. Fox

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### **I. Opening Items**

#### **A. Determination of Quorum**

#### **B. Call the Meeting to Order**

A. Thompson called a meeting of the board of directors of Lowcountry Montessori School to order on Thursday Oct 27, 2022 at 5:33 PM.

#### **C.**

## **Reading of the Mission Statement**

### **D. Approval of Agenda**

J. Ephland made a motion to Approve the Agenda.

J. Poole seconded the motion.

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

S. Boggs made a motion to Make a change to the Agenda for Hannah to present the financials prior to the Director's Report. This was done after Public Comment.

J. Ephland seconded the motion.

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

### **E. Statement of Compliance with FOIA**

## **II. Consent Agenda**

### **A. Approve minutes from 9/22/2022 Regular board meeting.**

A. Thompson made a motion to approve the minutes from Monthly Board meeting on 09-22-22.

J. Ephland seconded the motion.

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

A. Thompson made a motion to approve the minutes from Special Board meeting on 10-12-22.

J. Ephland seconded the motion.

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

## **III. Public Comment**

### **A. Public comment period, limited to 3 minutes per person.**

Debbie Bell - PTO: shared with us all that the PTO is doing for LMS

- LMS Coupon Card - \$15 each
- Booth at harvest Festival
- Fall Book Fair
- Winter Family Fun night with Silent Auction

## **IV. Director's Report**

### **A. September Update**

See Report.

## **V. Committee Reports**

### **A. Finance Report**

See Financials attached. All financial reports were reviewed and in good stead year-to-date.

### **B. Governance**

Need to finish Director Evaluation.

### **C.**

## Facilities

See full report; however, LMS is In desperate need to replace 4 water heaters.

A. Thompson made a motion to Approve the \$16k quote from Palmetto Plumbing for the 4 water heaters.

J. Ephland seconded the motion.

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

## VI. New Business

### A. High School Course credits

Discussion to Approve the following courses to get high school course credits:

- Photography
- Life Management
- Senior Thesis Project

S. Boggs made a motion to Approve the 3 high school courses listed above for high school credits.

J. Ephland seconded the motion.

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

## VII. Audit Presentation

### A. Approval of cancelation of days

AUDIT PRESENTATION - Ken Martin

- strong system of controls
- layered with Prestige adds additional control
- financials represent the actual state of affairs
- compliance audit - also in good stead

S. Boggs made a motion to Not require the make up the 2 days school was closed from Jan.

A. Thompson seconded the motion.

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

J. Dameworth made a motion to Approve the 2023-2024 Calendar.

A. Thompson seconded the motion.

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

## VIII. Executive Session

### A. Executive Session

S. Boggs made a motion to Go into Executive Session.

J. Poole seconded the motion.

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

J. Ephland made a motion to Come out of Executive Session.

J. Dameworth seconded the motion.

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

## IX. Other Business

### A. Vote on matters from Executive Session, if required

No action needed.

## X. 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 6:24 PM.

Respectfully Submitted,  
L. Young



# Coversheet

## October Update

**Section:** IV. Director's Report  
**Item:** A. October Update  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** Director's Report to Board 11-17--22.pdf

## Director's Report

1. Enrollment: 373
2. Personnel:
  - a. We have hired Denisaira Miller as our new Compliance Coordinator. She will start the position on 12-1-22. We are thrilled to have her in our community
3. Architect/New Building Update:
  - a. USDA update: Getting the last bit of paperwork together to move forward. USDA wants to meet Friday at 1:00 to wrap up something they did not do in March 2022 for the \$1,007,000 that was obligated. After this, we should be moving forward with the overage obligation.
4. Conversations with District/Montessori trainers:
  - a. Amy and Becky finished their Montessori Administrators Training from HMC on November 12th in Houston. The credential will be processed soon through AMS.
  - b. School is in the process of negotiating with Gulf Coast Montessori Training Center to have a satellite program at LMS. This would be for LE and UE training any potentially Primary. It would begin on site in Summer of 2023. Benefits to school include sending one person to training free each year, no travel expenses for the school and continued staff development for our teachers in elementary. This is a huge deal and great exposure for the school.
5. No litigation pertaining to our school.
6. No major injuries to students this month.
7. LMS items pertaining to management
  - a. None
8. Academic results/progress:

We are analyzing the Math data for the school from Map and putting in place interventions for students who struggle. We have increased some of the services for interventions due to the challenges students are having across the board. We will also be offering some after school support for students. We are working with the district to develop a plan for academic recovery as a result of COVID.

9. Management items for executive session

**Non-recurring matters:**

Harvest Feast is Friday. I hope all can attend.

**Main goals before the December Meeting:**

1. Getting together a plan for construction. Working with Praise Assembly for alternative facilities if needed. Filed with OSF for use of the facility temporarily. Hope to know something before the end of January so that we can take into consideration the growth for the lottery in Feb.
2. Continuing to sell car raffle tickets. Tickets are \$10. Goal is to sell 10,000 tickets. We will need everyone's help in selling them.
3. Hiring for next year.

# Coversheet

## Facilities

**Section:** V. Committee Reports  
**Item:** C. Facilities  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Facilities Report 11\_14\_2022.pdf

## **Facilities Report 11/14/2022**

### **Fence:**

**The fence has been completed with the exception of a few minor things they have to come back and do. It looks great and we are excited to use the new space.**

### **Playground:**

**We have ordered the rest of the material to try to complete the hill in the play yard. We will be working on this hopefully over Thanksgiving break. We hope to have it mostly completed before the kids return, if not, then hopefully no later than Christmas break.**

### **Water Heaters:**

**Palmetto Plumbing has ordered the water heaters. They are hoping to have them in to replace them over Thanksgiving break. We are at the mercy of the supplier, however, so we will get it done as soon as possible!**