



Lowcountry Montessori School

Board meeting

Published on November 19, 2024 at 10:57 PM EST

Date and Time

Thursday November 21, 2024 at 5:30 PM EST

Location

Lowcountry Montessori School

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

Agenda

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

	Purpose	Presenter	Time
D. Approval of Agenda	Vote	Gregory Alexander	1 m
E. Statement of Compliance with FOIA		Gregory Alexander	1 m
II. Consent Agenda			5:39 PM
A. Approve minutes from 10/24/2024 Regular board meeting. 10/24/24 approval of minutes 11/04/24 approval of minutes special meeting	Approve Minutes	Gregory Alexander	5 m
III. Public Comment			5:44 PM
A. Public comment period, limited to 3 minutes per person. (No title) Thursday, November 21 2024 · 5:30 – 6:30pm Google Meet joining info Video call link: https://meet.google.com/smi-gvdy-rhj Or dial: (US) +1 513-480-5035 PIN: 389 173 104#	FYI		10 m
IV. Director's Report			5:54 PM
A. October Update Director Report	FYI	Amy Horn	10 m
V. Committee Reports			6:04 PM
A. Finance Report Finance update	Discuss	Prestige Accountant	20 m
B. Governance Vote on new Bi laws	Vote	Gregory Alexander	10 m
C. Facilities Update on facilities.	FYI	Martha Watkins	10 m

	Purpose	Presenter	Time
VI. New Business			6:44 PM
A. Vote on School maintenance Vote on fence - Data lines- Landscape- Furniture-	Vote	Amy Horn	10 m
B. Fundraising Committee Report from Fundraising committee	Discuss	Angela Wright	10 m
VII. Executive Session			7:04 PM
A. Executive Session 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: <ul style="list-style-type: none"> • 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. 	Discuss		30 m
VIII. Other Business			7:34 PM
A. Vote on matters from Executive Session, if required	Vote	Gregory Alexander	5 m
IX. Closing Items			7:39 PM
A. Adjourn Meeting	Vote	Gregory Alexander	2 m

Coversheet

October Update

Section: IV. Director's Report
Item: A. October Update
Purpose: FYI
Submitted by:
Related Material: Directors report.pdf

Director's Report

1. Enrollment: 402
2. Personnel:
 - a. We are in the process of interviewing for the business office and are talking about some creative ways to fill in the gaps.
3. Architect/New Building Update:
 - a. We are still scheduled to be in the building over the December Break. The cabinets have gone in and the plumbing should be finished by the end of next week. There are a lot of small items to be completed and we are looking forward to moving in four weeks from now.
4. Conversations with District/Montessori trainers:

Sarah and I went to the district board meeting where we were acknowledged for excellence for our High School.
5. No litigation pertaining to our school.
6. Student injuries:
 - a. None
7. LMS items pertaining to management
None
8. Academic results/progress:

None this month. Students are preparing for EOC and we are gearing up for mid year assessments with IReady.
9. Highlights:

All levels have improved on the State Report Card, including an excellent rating for our High School. We also received an award for the "Best Charter School" in Beaufort County from The Post and Courier.

10. Management items for executive session

11. Fundraising Needs/Upcoming Events:

Harvest Feast is Friday. I hope you all plan to attend.

Non-recurring matters:

None

Main goals to be working on for the next months:

We are still working on the following things. These are goals that will take time.

1. Strategic Planning continues
2. Working on field trips and fundraising for those.

Coversheet

Finance Report

Section: V. Committee Reports
Item: A. Finance Report
Purpose: Discuss
Submitted by:
Related Material: Prestige report.pdf



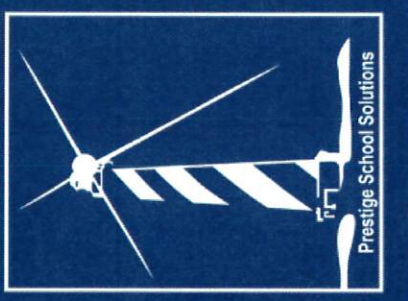
Lowcountry Montessori School

Date: November 21, 2024

Please find attached the monthly financial activity reports for Lowcountry Montessori School for the month of October 2024, including a report of assets, liabilities, and net assets as well as a report of revenue and expenses. The financial activity reports are designed to provide citizens, taxpayers, authorizers, regulators, investors, and creditors with a general overview of the school's financial activity and to provide transparency and accountability to the school's stakeholders for the funding the school receives.

The accompanying financial activity reports have not been reviewed or audited and no opinion as to their fairness, accuracy, comparability, or predictive value is expressed or offered. Amounts reported in the accompanying financial reports are subject to revision and change as a result of interim adjustments, errors, misclassifications or other factors. These reports should not be considered a comprehensive representation of the School's cash generation performance and should not be relied upon as the sole basis for lending, investing or donor decisions.

If you have questions about these reports, please contact the school.



**Lowcountry
Montessori School
October 2024
Financial Summary**

Critical Financial Metrics

Standard Info

Days Cash on Hand	ACTUAL	153	BENCHMARK	60	Operating Cash	\$197,036.46
	ACTUAL	80%	BENCHMARK	58-62%	Designated Cash	\$2,563,829.26
Salaries & Benefits as % of Total Revenue - Actual	BUDGETED	68%	BENCHMARK	58-62%	Deferred Revenue	\$148,806.94
	ACTUAL	\$1,987,283.77	BUDGET	(\$38,071.14)		
Salaries & Benefits as % of Total Revenue - Budgeted	ACTUAL	43 / \$5,772.66	BENCHMARK	< 10 / <\$2500		
Net Income						
Undocumented Transactions						

Lowcountry Montessori School Balance Sheet As of 10/31/2024

Assets

Current Assets

Cash and Cash Equivalents

CBCN6764 OP Cash	\$ 197,036.46
CBCN2511 FA Cash	79,852.34
CBCN Savings	30,000.00
WTBT3030 Money Market	2,453,976.92
Total Cash and Cash Equivalents	\$ 2,760,865.72

Due from Other Governments

Due From Federal- IDEA FY23	\$ 1,351.06
Total Due from Other Governments	\$ 1,351.06

Prepaid Items and Deposits

Prepaid Expense	\$ 18,078.25
Total Prepaid Items and Deposits	\$ 18,078.25

Total Current Assets

Total Assets

	\$ 2,780,295.03
	\$ 2,780,295.03

Liabilities and Fund Balance

Liabilities

Current Liabilities

Accts Payable and Other Current Payables

Accounts Payable	\$ 19,888.92
Credit Card Payable	5,253.94
Deferred Revenue	148,806.94
Due to State (District)	9,834.69
Total Accts Payable and Other Current Payables	\$ 183,784.49

Payroll Liabilities

PR Liab - Blue Cross Blue Shield	\$ 21,761.35
Accrued Payroll	32,124.32

Total Payroll Liabilities

Total Current Liabilities

Total Liabilities

	\$ 53,885.67
	\$ 237,670.16
	\$ 237,670.16

Fund Balance

Net Income

Fund Equity

Total Fund Balance

Total Liabilities and Fund Balance

	\$ 1,987,283.77
	\$ 555,341.10
	\$ 2,542,624.87
	\$ 2,780,295.03

Internally Prepared
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Lowcountry Montessori School Statement of Revenues and Expenses Year to Date vs. Annual Budget

	Year To Date 10/31/2024	Year Ending 06/30/2025	Remaining Budget 06/30/2025	Percent Remaining 06/30/2025
	Actual YTD	FY2025	Remaining Budget	Percent Remaining
REVENUE				
Revenue from Local Sources				
Earnings on Investments				
1510 - Interest Income	\$ 4,331.10	\$ 100.00	(4,231.10)	(4,231.10) %
Total Earnings on Investments	\$ 4,331.10	\$ 100.00	(4,231.10)	(4,231.10) %
Food Services				
1610 - Lunch Sales to Students	\$ 4,920.00	\$ 24,400.00	19,480.00	79.84 %
Total Food Services	\$ 4,920.00	\$ 24,400.00	19,480.00	79.84 %
Pupil Activities				
1740 - Student Fees/Supplies	\$ 29,343.73	\$ 25,000.00	(4,343.73)	(17.37) %
1788 - Pupil - Club Revenue	20.00	3,000.00	2,980.00	99.33 %
1789 - Pupil - Sports Revenue	1,275.00	3,000.00	1,725.00	57.50 %
1790 - Other Pupil Income	20,436.40	122,300.00	101,863.60	83.29 %
1791 - Pre-K Income-Extended Hours	10,261.00	0.00	(10,261.00)	0.00 %
1792 - Student Supply Income	150.00	9,100.00	8,950.00	98.35 %
1793 - Field Trips	24,477.09	0.00	(24,477.09)	0.00 %
1794 - Early Care/After Care	5,755.66	0.00	(5,755.66)	0.00 %
1795 - Pre-K App Fee	1,200.00	1,200.00	0.00	0.00 %
Total Pupil Activities	\$ 92,918.88	\$ 163,600.00	70,681.12	43.20 %
Other Revenue from Local Sources				
1920 - Contributions and Donations	\$ 5,798.28	\$ 15,000.00	9,201.72	61.34 %
1921 - Restricted Donations	0.00	10,000.00	10,000.00	100.00 %
1922 - Fundraising	336.00	0.00	(336.00)	0.00 %
1990 - Miscellaneous Local Revenue	10,167.95	10,000.00	(167.95)	(1.68) %
1999 - Revenue from other Local Sources	98.00	6,000.00	5,902.00	98.37 %
Total Other Revenue from Local Sources	\$ 16,400.23	\$ 41,000.00	24,599.77	60.00 %
Total Revenue from Local Sources	\$ 118,570.21	\$ 229,100.00	110,529.79	48.25 %
Revenue from State Sources				
Restricted State Funding				
3135 - Reading Coaches	\$ 5,354.03	\$ 53,467.00	48,112.97	89.99 %
3136 - Student Health and Fitness - Nurses	0.00	15,000.00	15,000.00	100.00 %

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**Lowcountry Montessori School
Statement of Revenues and Expenses
Year to Date vs. Annual Budget**

	Year To Date 10/31/2024 Actual YTD	Year Ending 06/30/2025 FY2025	Remaining Budget 06/30/2025 Remaining Budget	Percent Remaining 06/30/2025 Percent Remaining
3187 - Teacher Supplies	0.00	10,000.00	10,000.00	100.00 %
Total Restricted State Funding	\$ 5,354.03	\$ 78,467.00	73,112.97	93.18 %
State Aid to Classrooms				
3103 - State Aid to Classrooms	1,151,067.66	4,384,830.56	3,233,762.90	73.75 %
3503 - State Aid to Classrooms	235,760.58	0.00	(235,760.58)	0.00 %
Total State Aid to Classrooms	1,386,828.24	4,384,830.56	2,998,002.32	68.37 %
Education Improvement Act				
3519 - EIA Revenue - Grade 10 Assessments	0.00	282.00	282.00	100.00 %
3532 - EIA Revenue - National Board Salary Supplement	0.00	5,000.00	5,000.00	100.00 %
3540 - EIA Revenue - Early Childhood Program	0.00	120,000.00	120,000.00	100.00 %
3557 - EIA Revenue - Summer Reading Program	0.00	2,911.79	2,911.79	100.00 %
3571 - EIA Revenue Technical Assistance Revenue - State Priority School	0.00	80,000.00	80,000.00	100.00 %
3577 - EIA Revenue Teacher Supplies	9,200.00	0.00	(9,200.00)	0.00 %
3595 - EIA Revenue - EEDA Supplies and Materials	0.00	694.92	694.92	100.00 %
Total Education Improvement Act	\$ 9,200.00	\$ 208,888.71	199,688.71	95.60 %
Total Revenue from State Sources	\$ 1,401,382.27	\$ 4,672,186.27	3,270,804.00	70.01 %
Revenue from Federal Sources				
Elementary & Secondary Education Act (ESEA)				
4341 - Title III - ESOL	0.00	1,526.51	1,526.51	100.00 %
4351 - Title II - Improving Teacher Quality	0.00	9,366.85	9,366.85	100.00 %
Total Elementary & Secondary Education Act (ESEA)	\$ 0.00	\$ 10,893.36	10,893.36	100.00 %
Programs for Children with Disabilities				
4510 - IDEA Revenue	1,538.39	69,612.61	68,074.22	97.79 %
4520 - IDEA Preschool Revenue	0.00	1,155.12	1,155.12	100.00 %
Total Programs for Children with Disabilities	\$ 1,538.39	\$ 70,767.73	69,229.34	97.83 %
Total Revenue from Federal Sources	\$ 1,538.39	\$ 81,661.09	80,122.70	98.12 %
5000 - Other Financing Sources				
5999 - Other Financing Sources	2,681,678.83	0.00	(2,681,678.83)	0.00 %
Total 5000 - Other Financing Sources	2,681,678.83	0.00	(2,681,678.83)	0.00 %
TOTAL REVENUE	\$ 4,203,169.70	\$ 4,982,947.36	779,777.66	15.65 %

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	Year To Date	Year Ending	Remaining	Percent
	10/31/2024	06/30/2025	06/30/2025	06/30/2025
	Actual YTD	FY2025	Remaining Budget	Percent Remaining
EXPENSE				
Kindergarten Programs - 111				
6110 - Regular Salary	17,379.60	102,138.75	84,759.15	82.98 %
6115 - Teacher Assistant/Clerical Salary	11,898.16	91,686.20	79,788.04	87.02 %
6210 - Group Health & Life Insurance	36.00	14,938.01	14,902.01	99.76 %
6220 - Employee Retirement	1,171.12	7,753.00	6,581.88	84.89 %
6230 - Social Security	2,190.68	14,827.61	12,636.93	85.23 %
6260 - Unemployment Compensation Tax	0.00	308.70	308.70	100.00 %
6410 - Supplies	9,402.75	20,000.00	10,597.25	52.99 %
Total Kindergarten Programs - 111	42,078.31	251,652.27	209,573.96	83.28 %
Primary Programs - 112				
6110 - Regular Salary	\$ 68,890.37	\$ 282,197.11	213,306.74	75.59 %
6115 - Teacher Assistant/Clerical Salary	53,636.14	63,424.00	9,787.86	15.43 %
6120 - Substitute/Temporary Salary	623.00	400.00	(223.00)	(55.75) %
6210 - Group Health & Life Insurance	10,518.49	50,052.81	39,534.32	78.99 %
6220 - Employee Retirement	3,481.49	13,824.84	10,343.35	74.82 %
6230 - Social Security	9,079.90	26,440.01	17,360.11	65.66 %
6260 - Unemployment Compensation Tax	429.23	700.00	270.77	38.68 %
6410 - Supplies	25,761.77	24,000.00	(1,761.77)	(7.34) %
6445 - Technology Equipment and Software	0.00	5,000.00	5,000.00	100.00 %
Total Primary Programs - 112	\$ 172,420.39	\$ 466,038.77	293,618.38	63.00 %
Elementary Programs - 113				
6110 - Regular Salary	\$ 195,157.26	\$ 511,928.38	316,771.12	61.88 %
6115 - Teacher Assistant/Clerical Salary	31,481.53	150,433.38	118,951.85	79.07 %
6120 - Substitute/Temporary Salary	31,778.34	50,000.00	18,221.66	36.44 %
6210 - Group Health & Life Insurance	47,818.57	64,352.22	16,533.65	25.69 %
6220 - Employee Retirement	6,531.85	26,494.47	19,962.62	75.35 %
6230 - Social Security	21,326.17	50,670.67	29,344.50	57.91 %
6260 - Unemployment Compensation Tax	544.26	1,195.32	651.06	54.47 %
6270 - Worker's Compensation Tax	3,807.72	13,500.00	9,692.28	71.79 %
6311 - Instructional Services	0.00	1,000.00	1,000.00	100.00 %
6410 - Supplies	13,922.74	50,000.00	36,077.26	72.15 %
6420 - Textbooks	529.66	7,000.00	6,470.34	92.43 %
6640 - Membership Dues & Fees	100.00	0.00	(100.00)	0.00 %

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	Year To Date 10/31/2024 Actual YTD	Year Ending 06/30/2025 FY2025	Remaining Budget 06/30/2025 Remaining Budget	Percent Remaining 06/30/2025 Percent Remaining
Total Elementary Programs - 113	\$ 352,998.10	\$ 926,574.44	\$ 573,576.34	61.90 %
High School Programs - 114				
6110 - Regular Salary	\$ 100,106.83	\$ 293,620.03	193,513.20	65.91 %
6210 - Group Health & Life Insurance	13,230.48	16,775.78	3,545.30	21.13 %
6220 - Employee Retirement	3,291.82	9,942.97	6,651.15	66.89 %
6230 - Social Security	7,636.10	22,461.93	14,825.83	66.00 %
6260 - Unemployment Compensation Tax	111.89	722.40	610.51	84.51 %
6311 - Instructional Services	630.00	0.00	(630.00)	0.00 %
6410 - Supplies	5,790.78	16,000.00	10,209.22	63.81 %
6420 - Textbooks	1,980.81	200.00	(1,780.81)	(890.41) %
Total High School Programs - 114	\$ 132,778.71	\$ 359,723.11	\$ 226,944.40	63.09 %
Montessori Programs - 118				
6110 - Regular Salary	15,258.48	226,967.06	211,708.58	93.28 %
6210 - Group Health & Life Insurance	2,983.36	16,017.63	13,034.27	81.37 %
6220 - Employee Retirement	527.31	9,078.68	8,551.37	94.19 %
6230 - Social Security	1,139.13	17,362.98	16,223.85	93.44 %
6260 - Unemployment Compensation Tax	33.82	722.40	688.58	95.32 %
6410 - Supplies	88.50	4,500.00	4,411.50	98.03 %
Total Montessori Programs - 118	20,030.60	274,648.75	254,618.15	92.71 %
Speech Handicapped - 126				
6311 - Instructional Services	\$ 5,635.00	\$ 0.00	(5,635.00)	0.00 %
6410 - Supplies	0.00	25,000.00	25,000.00	100.00 %
6445 - Technology Equipment and Software	920.00	0.00	(920.00)	0.00 %
Total Speech Handicapped - 126	\$ 6,555.00	\$ 25,000.00	\$ 18,445.00	73.78 %
Learning Disabilities - 127				
6110 - Regular Salary	\$ 44,530.75	\$ 132,794.20	88,263.45	66.47 %
6115 - Teacher Assistant/Clerical Salary	31,908.17	58,065.00	26,156.83	45.05 %
6210 - Group Health & Life Insurance	8,112.62	16,794.77	8,682.15	51.70 %
6220 - Employee Retirement	2,486.46	7,634.37	5,147.91	67.43 %
6230 - Social Security	5,544.41	14,600.73	9,056.32	62.03 %
6260 - Unemployment Compensation Tax	138.76	700.00	561.24	80.18 %
6311 - Instructional Services	6,915.00	20,000.00	13,085.00	65.43 %

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	Year To Date	Year Ending	Remaining	Percent
	10/31/2024	06/30/2025	06/30/2025	06/30/2025
	Actual YTD	FY2025	Remaining Budget	Percent Remaining
6313 - Student Services	180.00	0.00	(180.00)	0.00 %
6410 - Supplies	1,651.47	5,000.00	3,348.53	66.97 %
Total Learning Disabilities - 127	\$ 101,467.64	\$ 255,589.07	154,121.43	60.30 %
Early Childhood - 139				
6110 - Regular Salary	33,097.88	104,145.61	71,047.73	68.22 %
6115 - Teacher Assistant/Clerical Salary	23,535.16	66,089.75	42,554.59	64.39 %
6210 - Group Health & Life Insurance	11,046.38	22,611.38	11,565.00	51.15 %
6220 - Employee Retirement	1,547.34	6,809.41	5,262.07	77.28 %
6230 - Social Security	3,973.05	13,023.00	9,049.95	69.49 %
6260 - Unemployment Compensation Tax	10.00	246.96	236.96	95.95 %
6311 - Instructional Services	0.00	400.00	400.00	100.00 %
6410 - Supplies	2,985.12	3,000.00	14.88	0.50 %
6420 - Textbooks	0.00	700.00	700.00	100.00 %
Total Early Childhood - 139	76,194.93	217,026.11	140,831.18	64.89 %
HS Summer School - 173				
6311 - Instructional Services	538.13	0.00	(538.13)	0.00 %
Total HS Summer School - 173	\$ 538.13	\$ 0.00	(538.13)	0.00 %
After School Program - 175				
6110 - Regular Salary	7,316.72	21,525.00	14,208.28	66.01 %
6230 - Social Security	559.73	1,646.66	1,086.93	66.01 %
6260 - Unemployment Compensation Tax	68.19	400.00	331.81	82.95 %
6410 - Supplies	0.00	100.00	100.00	100.00 %
Total After School Program - 175	\$ 7,944.64	\$ 23,671.66	15,727.02	66.44 %
Guidance Services - 212				
6110 - Regular Salary	40,091.49	126,416.96	86,325.47	68.29 %
6210 - Group Health & Life Insurance	7,852.58	12,520.68	4,668.10	37.28 %
6220 - Employee Retirement	1,723.56	5,056.68	3,333.12	65.92 %
6230 - Social Security	2,729.09	9,670.90	6,941.81	71.78 %
6260 - Unemployment Compensation Tax	0.00	700.00	700.00	100.00 %
6313 - Student Services	1,508.75	300.00	(1,208.75)	(402.92) %
6410 - Supplies	1,166.92	1,500.00	333.08	22.21 %
Total Guidance Services - 212	\$ 55,072.39	\$ 156,165.22	101,092.83	64.73 %

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	Year To Date	Year Ending	Remaining		Percent
	10/31/2024 Actual YTD	06/30/2025 FY2025	06/30/2025	06/30/2025	06/30/2025
			Remaining Budget	Remaining Budget	Percent Remaining
Health Services - 213					
6110 - Regular Salary	\$ 20,411.93	\$ 53,976.78	33,564.85		62.18 %
6120 - Substitute/Temporary Salary	0.00	2,000.00	2,000.00		100.00 %
6210 - Group Health & Life Insurance	6.76	162.69	155.93		95.84 %
6220 - Employee Retirement	491.60	2,159.07	1,667.47		77.23 %
6230 - Social Security	1,506.97	4,129.22	2,622.25		63.50 %
6260 - Unemployment Compensation Tax	19.22	123.48	104.26		84.43 %
6410 - Supplies	622.72	2,000.00	1,377.28		68.86 %
Total Health Services - 213	\$ 23,059.20	\$ 64,551.24	41,492.04		64.28 %
Psychological Services - 214					
6313 - Student Services	\$ 0.00	\$ 7,000.00	7,000.00		100.00 %
Total Psychological Services - 214	\$ 0.00	\$ 7,000.00	7,000.00		100.00 %
Curriculum Development - 221					
6110 - Regular Salary	\$ 27,697.92	\$ 167,800.40	140,102.48		83.49 %
6210 - Group Health & Life Insurance	2,015.41	15,744.54	13,729.13		87.20 %
6220 - Employee Retirement	830.94	6,712.02	5,881.08		87.62 %
6230 - Social Security	2,058.00	12,836.73	10,778.73		83.97 %
6260 - Unemployment Compensation Tax	0.00	185.22	185.22		100.00 %
6410 - Supplies	400.00	0.00	(400.00)		0.00 %
Total Curriculum Development - 221	\$ 33,002.27	\$ 203,278.91	170,276.64		83.77 %
Staff Training - 224					
6312 - Instructional Programs Improvement Services	\$ 2,856.73	\$ 38,000.00	35,143.27		92.48 %
6332 - Travel	1,015.25	7,000.00	5,984.75		85.50 %
Total Staff Training - 224	\$ 3,871.98	\$ 45,000.00	41,128.02		91.40 %
Board of Directors - 231					
6318 - Audit Services	\$ 0.00	\$ 14,500.00	14,500.00		100.00 %
6319 - Legal Services	0.00	8,000.00	8,000.00		100.00 %
6332 - Travel	0.00	500.00	500.00		100.00 %
6410 - Supplies	63.65	500.00	436.35		87.27 %
6412 - Fundraising Expenses	0.00	2,000.00	2,000.00		100.00 %
6445 - Technology Equipment and Software	0.00	3,000.00	3,000.00		100.00 %

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**Lowcountry Montessori School
Statement of Revenues and Expenses
Year to Date vs. Annual Budget**

	Year To Date 10/31/2024	Year Ending 06/30/2025	Remaining Budget 06/30/2025	Percent Remaining 06/30/2025
	Actual YTD	FY2025	Remaining Budget	Percent Remaining
6650 - Liability Insurance	3,873.76	18,000.00	14,126.24	78.48 %
Total Board of Directors - 231	\$ 3,937.41	\$ 46,500.00	\$ 42,562.59	91.53 %
School Administration - 233				
6110 - Regular Salary	2,562.51	0.00	(2,562.51)	0.00 %
6111 - Principal / Assistant Princi	87,889.92	269,388.40	181,498.48	67.37 %
6115 - Teacher Assistant/Clerical Salary	65,184.04	218,798.45	153,614.41	70.21 %
6210 - Group Health & Life Insurance	8,754.42	27,588.39	18,833.97	68.27 %
6220 - Employee Retirement	5,564.50	17,598.12	12,033.62	68.38 %
6230 - Social Security	11,584.99	37,346.29	25,761.30	68.98 %
6260 - Unemployment Compensation Tax	0.00	432.18	432.18	100.00 %
6311 - Instructional Services	600.00	0.00	(600.00)	0.00 %
6312 - Instructional Programs Improvement Services	1,549.50	0.00	(1,549.50)	0.00 %
6319 - Legal Services	1,931.25	0.00	(1,931.25)	0.00 %
6332 - Travel	445.46	5,000.00	4,554.54	91.09 %
6350 - Advertising	247.99	15,000.00	14,752.01	98.35 %
6360 - Printing & Binding	11,526.53	0.00	(11,526.53)	0.00 %
6410 - Supplies	18,559.78	30,000.00	11,440.22	38.13 %
6445 - Technology Equipment and Software	3,228.01	8,000.00	4,771.99	59.65 %
6460 - Food Services	282.77	0.00	(282.77)	0.00 %
6640 - Membership Dues & Fees	25.00	0.00	(25.00)	0.00 %
Total School Administration - 233	\$ 219,936.67	\$ 629,151.83	\$ 409,215.16	65.04 %
Fiscal Services - 252				
6315 - Management Services	21,852.00	63,400.00	41,548.00	65.53 %
6399 - District 2%	27,736.55	77,621.30	49,884.75	64.27 %
6690 - Other Fees and Objects	688.67	1,000.00	311.33	31.13 %
Total Fiscal Services - 252	\$ 50,277.22	\$ 142,021.30	\$ 91,744.08	64.60 %
Operation & Maint. of Plant - 254				
6110 - Regular Salary	68,764.15	111,825.00	43,060.85	38.51 %
6115 - Teacher Assistant/Clerical Salary	130.00	0.00	(130.00)	0.00 %
6120 - Substitute/Temporary Salary	172.50	0.00	(172.50)	0.00 %
6210 - Group Health & Life Insurance	2,335.10	5,296.18	2,961.08	55.91 %
6220 - Employee Retirement	718.96	1,066.21	347.25	32.57 %
6230 - Social Security	5,585.40	8,554.61	2,969.21	34.71 %

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Lowcountry Montessori School Statement of Revenues and Expenses Year to Date vs. Annual Budget

	Year To Date 10/31/2024	Year Ending 06/30/2025	Remaining Budget 06/30/2025	Percent Remaining 06/30/2025
	Actual YTD	FY2025	Remaining Budget	Percent Remaining
6260 - Unemployment Compensation Tax	295.94	370.44	74.50	20.11 %
6311 - Instructional Services	2,849.07	0.00	(2,849.07)	0.00 %
6321 - Public Utility Services (Excl energy)	4,211.89	18,000.00	13,788.11	76.60 %
6323 - Repairs & Maintenance Serv	24,693.28	60,000.00	35,306.72	58.84 %
6324 - Property Insurance	30,021.01	62,000.00	31,978.99	51.58 %
6325 - Rentals	15,051.19	2,000.00	(13,051.19)	(652.56) %
6329 - Other Property Services	4,192.67	7,500.00	3,307.33	44.10 %
6340 - Communication	20,679.25	30,000.00	9,320.75	31.07 %
6410 - Supplies	14,455.32	26,000.00	11,544.68	44.40 %
6470 - Energy (Electric, Gas, and Other Heating Fuels)	8,305.22	22,500.00	14,194.78	63.09 %
6525 - Buildings	0.00	25,000.00	25,000.00	100.00 %
Total Operation & Maint. of Plant - 254	\$ 202,460.95	\$ 380,112.44	177,651.49	46.74 %
Food Services - 256				
6391 - Food Services and Supplies	7,990.18	0.00	(7,990.18)	0.00 %
6460 - Food Services	8,234.82	45,000.00	36,765.18	81.70 %
6650 - Liability Insurance	117.70	0.00	(117.70)	0.00 %
Total Food Services - 256	\$ 16,342.70	\$ 45,000.00	28,657.30	63.68 %
Security - 258				
6329 - Other Property Services	0.00	500.00	500.00	100.00 %
Total Security - 258	\$ 0.00	\$ 500.00	500.00	100.00 %
Information Services - 263				
6350 - Advertising	2,569.83	0.00	(2,569.83)	0.00 %
6410 - Supplies	2,762.26	30,000.00	27,237.74	90.79 %
Total Information Services - 263	\$ 5,332.09	\$ 30,000.00	24,667.91	82.23 %
Technology and Data Processing - 266				
6110 - Regular Salary	4,624.99	0.00	(4,624.99)	0.00 %
6230 - Social Security	223.12	0.00	(223.12)	0.00 %
6345 - Technology	1,264.23	0.00	(1,264.23)	0.00 %
6445 - Technology Equipment and Software	12,662.19	20,000.00	7,337.81	36.69 %
Total Technology and Data Processing - 266	\$ 18,774.53	\$ 20,000.00	1,225.47	6.13 %
Pupil Activity - 271				

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Lowcountry Montessori School Statement of Revenues and Expenses Year to Date vs. Annual Budget

	Year To Date	Year Ending	Remaining	Percent
	10/31/2024	06/30/2025	06/30/2025	06/30/2025
	Actual YTD	FY2025	Remaining Budget	Percent Remaining
6110 - Regular Salary	\$ 2,304.16	\$ 0.00	(2,304.16)	0.00 %
6210 - Group Health & Life Insurance	400.71	0.00	(400.71)	0.00 %
6230 - Social Security	153.23	0.00	(153.23)	0.00 %
6620 - Interest Expense	89.97	0.00	(89.97)	0.00 %
6660 - Pupil Activity	11,053.51	45,000.00	33,946.49	75.44 %
6661 - Pupil - Sports Expense	17,416.20	15,000.00	(2,416.20)	(16.11) %
6662 - Pupil - Field Trip	13,710.17	16,000.00	2,289.83	14.31 %
6663 - Pupil - Clubs	0.00	2,000.00	2,000.00	100.00 %
Total Pupil Activity - 271	\$ 45,127.95	\$ 78,000.00	\$ 32,872.05	42.14 %
Pending Classification - 999				
6229 - Payroll Liabilities Holding/Clearing	\$ (583.17)	\$ 0.00	583.17	0.00 %
6999 - Awaiting Administrative Classification	5,772.66	0.00	(5,772.66)	0.00 %
Total Pending Classification - 999	\$ 5,189.49	\$ 0.00	\$ (5,189.49)	0.00 %
Facilities Construction - 253				
6323 - Repairs & Maintenance Service	4,112.33	0.00	(4,112.33)	0.00 %
6520 - Construction Services	510,162.30	50,000.00	(460,162.30)	(920.32) %
Total Facilities Construction - 253	514,274.63	50,000.00	(464,274.63)	(928.55) %
Debt Service - 500				
6610 - Redemption of Principal	54,412.02	164,160.00	109,747.98	66.85 %
6620 - Interest Expense	51,807.98	159,653.38	107,845.40	67.55 %
Total Debt Service - 500	106,220.00	323,813.38	217,593.38	67.20 %
TOTAL EXPENSE	\$ 2,215,885.93	\$ 5,021,018.50	2,805,132.57	55.87 %
Total Net Income	\$ 1,987,283.77	\$ (38,071.14)	(2,025,354.91)	5,319.92 %

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Coversheet

Governance

Section: V. Committee Reports
Item: B. Governance
Purpose: Vote
Submitted by:
Related Material: Bylaws (October 2024) (TC Edits).docx

**BYLAWS
OF
LOW COUNTRY MONTESSORI SCHOOL**

**ARTICLE I
NAME, PURPOSE, LEGAL STATUS**

Section 1. Name. The name of the organization is Lowcountry Montessori School (hereinafter referred to as "LMS").

Section 2. Legal status. LMS is a South Carolina nonprofit corporation and a public charter school. LMS has such powers as are now, or may hereafter be, granted by the South Carolina Nonprofit Corporation Act of 1994, as amended, and the South Carolina Charter Schools Act of 1996, as amended.

Section 3. Purpose. The purpose of LMS is to provide an authentic Montessori education building a foundation for lifelong learning. LMS is organized exclusively for educational objectives and purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended.

Section 4. Nondiscrimination policy. LMS shall comply with all applicable laws and regulations prohibiting discrimination based on race, national origin, ethnicity, sex, gender, religion, age, disability, marital status, sexual orientation, and veteran status. LMS is committed to nondiscrimination in all of its educational, employment, and student admission activities.

Section 5. Registered office and agent. The registered agent of LMS may be changed from time to time at the Board of Directors' discretion by giving notice of any change to the South Carolina Secretary of State. The registered office shall be the same address as that of the registered agent.

**ARTICLE II
MEMBERS**

LMS shall have no members. All rights which would otherwise, by law, vest in the members shall vest in the Board of Directors.

**ARTICLE III
BOARD OF DIRECTORS POWERS AND DUTIES**

Section 1. Management. The business affairs and property of LMS shall be managed under the direction of the Board of Directors.

Section 2. General Powers. The Board of Directors' primary duties include establishing policies, setting and approving the annual budget, fiscal oversight, contracting for needed services, strategic planning, ensuring that LMS will adhere to health, safety, civil rights, and disability rights

requirements, hiring and evaluating a school leader, and assessment of LMS's effectiveness in manifesting its mission.

Section 3. Delegation. The Board of Directors may delegate to committees, members of the Board of Directors, or others as the Board sees fit, consistent with applicable law, for specific periods of time. The Board of Directors may establish standing or ad hoc committees for such purposes.

Section 4. Regular Meetings. The Board of Directors shall have the power to establish the time and place for holding regular meetings of the Board. The Board of Directors shall have discretion to change the time and place of such regular meetings, or to make them more or less frequent, with appropriate notice. The Board of Directors shall comply with the requirements set forth in the South Carolina Freedom of Information Act, and any other applicable laws concerning notice and conduct of the Board of Director's meetings.

Section 5. Special Meetings. Special meetings of the Board of Directors may be called by the Chair and shall comply with the requirements set forth in the South Carolina Freedom of Information Act.

Section 6. Emergency Meeting. Emergency meetings of the Board of Directors may be called by the Chair, the Vice Chair in the Chair's absence, or three members of the Board of Directors in the absence of the Chair and Vice Chair. Emergency meetings do not require 24 hours' notice. An emergency is an unforeseen occurrence, or combination of circumstances, which call for immediate action or remedy. An emergency must be real and determined in light of the situation.

Section 7. Quorum. A simple majority of the constitute membership of the Board of Directors shall constitute a quorum.

Section 8. Procedures. The vote of a simple majority of the Directors present and voting at a properly called meeting at which a quorum is present shall be the act of the Board of Directors, unless the vote of a greater number is required by law or by these Bylaws. Each Director, including the Chair, shall have the opportunity to vote unless restricted by applicable law. The Board shall keep written minutes of these proceedings in its permanent records.

Section 9. Public Comment. The Board of Directors may, in its discretion, offer the public an opportunity to comment at Board meetings.

ARTICLE IV **BOARD OF DIRECTORS MEMBERSHIP**

Section 1. Number of Directors. The Board of Directors shall consist of nine (9) Directors, with 5 elected and 4 appointed. A choice of membership of the Board will take place every year. In even calendar years, two elected seats and two appointed seats will be filled. In odd calendar years, three elected seats and two appointed seats will be filled.

Section 2. Qualifications and Tenure. Directors will serve a term of two years and may serve additional terms (i.e. there are no term limits). Terms for elected members shall commence on July

1 of a given year, and terms for appointed members shall commence on July 1 of a given year, or as soon as possible thereafter upon appointment by the Board. All expiring terms shall conclude on June 30 of a given year. Fifty percent (50%) of the members of the Board must be individuals who have a background in K-12 education or in business. Each Director must be a resident of the State of South Carolina. ~~A person who has been convicted of a felony is not eligible to serve on the Board of Directors.~~ All individuals seeking consideration for either election or appointment to the Board must qualify under all requirements of the South Carolina Charter Schools Act of 1996, as amended. In no case may the following individuals be considered for service on the Board: (1) an employee of LMS; (2) the spouse of an employee of LMS; (3) an individual who has either been removed or subsequently resigned without just cause from a Director's seat before the end of the Director's term; (4) a nonresident of South Carolina; or (5) a convicted felon. The composition of the Board of Directors shall comply with S.C. Code Ann. 59-40-50(B)(9), the South Carolina Charter Schools Act of 1996, as amended.

Section 3. Elections. A general election will take place every Spring. The general election schedule will be published at least thirty days prior to the election. Each voter may select a number of candidates equal to the open elected seats on the ballot. The elected seats shall be filled by a plurality-at-large of votes cast. No voter may cast more than one vote for the same candidate. Any ballot that does not comply with the requirements described above shall be considered void and will not be counted. A tie for any elected seat on the board will be determined by a coin toss.

Section 4. Appointments. Annual appointments to the Board of Directors shall be made as soon as possible after the election takes place, and must be by a majority vote of the Directors holding office. Consideration of any individual for appointment as a Director must include reference to the qualifications for Directors.

Section 5. Vacancies. If a Director dies, resigns, or is removed from the Board, the vacant seat shall be filled in the manner by which it was originally filled (election or appointment). If the vacant seat was originally filled by election, a special election shall be called as soon as possible to fill the vacant seat. If the vacant seat was originally filled by appointment, the Board shall appoint a new director as soon as possible. Any vacant seat with less than six months remaining in the term at the time the seat becomes vacant may remain open and not be filled at the discretion of the Board of Directors. A Director who is elected or appointed to fill a vacant seat shall serve the remainder of the replaced Director's term.

Section 6. Removal. Any Director may be removed from office for cause by a two-thirds vote of the Board of Directors holding office at the time of the vote, provided that written notice of the meeting is sent to all Directors at least seven days in advance of the meeting and such notice specifies that a purpose of the meeting is to vote on removal of the named Director(s). "Cause" may include malfeasance, misfeasance, incompetency, absenteeism (absent three (3) consecutive meetings), conflicts of interest, misconduct, persistent neglect of duty in office, or incapacity.

Section 7. Officers. The officers of the Board shall be Chair, Vice Chair, Secretary, and Treasurer. The officers shall be nominated and elected by the Board of Directors to serve a one-year term after the appointment of new Board members. Officers may be reelected to serve consecutive one-year terms. The Board of Directors shall have the power to remove an officer at any time prior to

the termination of such term by a majority vote of the Board of Directors currently holding office. Any officer vacancy that occurs for any reason may be filled by the Board of Directors.

- (a) **Chair.** The chair shall preside at all meetings of the Board of Directors and shall perform all duties incident to the office of Chair and such other duties as may be prescribed by the Board of Directors from time to time.
- (b) **Vice Chair.** The Vice Chair shall perform the duties of the Chair in the absence of the Chair and shall assist the Chair in the discharge of its leadership duties.
- (c) **Secretary.** The Secretary shall ensure that minutes of all Board meetings are taken and that all required notices of Board meetings are given. The Secretary shall also perform all duties incident to the office of Secretary and such duties assigned by the Chair or Board of Directors.
- (d) **Treasurer.** The Treasurer shall have financial oversight responsibility and shall keep and maintain or cause to be kept and maintained adequate and correct accounts of the properties and business transactions of LMS, including accounts of its assets, liabilities, receipts, disbursements, gains and losses, and shall also be granted access to all meetings of any financial discussion concerning the LMS.

Section 8. Compensation and Expenses. Directors shall serve without compensation but may be reimbursed for expenses incurred when acting at the request of and on behalf of the Board.

Section 9. Training. After taking office, each Director shall complete the training required by the South Carolina Charter Schools Act, as amended, as soon as possible.

ARTICLE V **CONFLICT OF INTEREST POLICY**

The Board of Directors shall develop a conflict of interest policy applicable to Board members and employees of the School and consistent with the requirements set forth in the South Carolina Rules of Conduct, S.C. Code Ann. § 8-13-700 et seq.

ARTICLE VI **DEFENSE OF ACTION**

LMS shall, to the fullest extent to which it is empowered to do so by any applicable laws as may from time to time be in effect, indemnify and hold harmless all Directors, Officers, and Employees from any and all liability, damage, expense, causes of action, suits, claims, or judgments arising from injury to persons or property or otherwise which arises out of the act, failure to act, or negligence of the charter school, its agents and employees, in connection with or arising out of the activity of LMS, so long as such Directors, Officers, and Employees acted in good faith and within the scope of their office or employment.

ARTICLE VII
FISCAL YEAR

LMS's fiscal year shall run from July 1 through June 30. All of LMS's financial records shall be maintained according to Generally Accepted Accounting Principles (GAAP) on a July 1 through June 30 fiscal year basis.

ARTICLE VIII
AMENDMENTS TO BYLAWS

These Bylaws may be adopted, altered, amended, or repealed by a two-thirds (2/3) vote of the voting members of the Board of Directors at any regular meeting, provided that each member is given at least seven (7) days prior written notice of the proposed adoption, amendment, repeal, or restatement to the Bylaws. Notice of the regular meeting must state that the purpose, or one of the purposes, of the meeting is to consider a proposed change to the Bylaws and must contain or be accompanied by a copy of the change. An amendment to these Bylaws must not be retroactively enforced, unless the amendment expressly provides for retroactive enforcement.

ARTICLE IX
DISSOLUTION

Upon dissolution of LMS, its assets may not inure to the benefit of any private person. Any assets obtained through restricted agreements with a donor through awards, grants, or gifts must be returned to that entity. All other assets become property of the sponsor.

ARTICLE X
CERTIFICATION

I hereby certify that I am the duly elected and acting Chair for LMS and that the foregoing Bylaws constitute the Bylaws of LMS, as duly adopted by affirmative vote of the Board of Directors.

_____, Chair

_____ Date

Coversheet

Facilities

Section: V. Committee Reports
Item: C. Facilities
Purpose: FYI
Submitted by:
Related Material: facilities report.pdf

Facilities Report 11/19/24

Fence Quote:

I have currently met with 4 fence companies and will provide quotes during our meeting. I am still waiting on 2 of them to come in. Some of these quotes may need some wiggle room as we may need to make adjustments as we go. Some of our existing fencing may need to be repaired as well, but I haven't received a quote for that, so again, we may need some flexibility on these quotes.

Painting

I have received a quote and will share during the meeting. The is very similar to what we did over the summer since the work is identical. We added some doors and frames that need to be painted as well as the old art space and hall area that is in very bad shape. We would like to get this done as well. The quote provided has that shown as well.

Gate Hardware

Our locksmith is still waiting on a few parts to come in and hopefully will have this installed over break. He is getting me a quote for the rest of the hardware for the new gates for our addition.

New Construction:

We are currently in the process of ordering needed items for the new facilities. We are also designing and building the walls and furniture for the HS community space area. Things are coming along but it is going to be very tight.