Lowcountry Montessori School

Board meeting

monthly board meeting

Published on October 21, 2026 at 2:56 PM EDT

Date and Time

Thursday October 22, 2026 at 4:30 PM EDT

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**			**4:30 PM**
	Opening Items			
	A. Call the Meeting to Order 1		Gregory Alexander	1 m
	B. Determination of Quorum		Gregory Alexander	1 m
	C. Reading of the Mission Statement		Gregory Alexander	5 m

		Purpose	Presenter	Time
	1 Read Mission Statement 2 Pledge of Allegiance			
D.	Approval of Agenda	Vote	Gregory Alexander	1 m
E.	Statement of Compliance with FOIA		Gregory Alexander	1 m
II.	**Consent Agenda**			**4:39 PM**
A.	Approve minutes prior minutes Approve minutes for Board meeting on September 24, 2026	Approve Minutes	Gregory Alexander	10 m
III.	**Public Comment**			**4:49 PM**
A.	Public comment period, limited to 3 minutes per person. Board Meeting Thursday, August 27th, 2026 · 4:30 – 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	Gregory Alexander	10 m
IV.	**Committee Reports**			**4:59 PM**
A.	Finance Report Finance update	Discuss	Copper Advisers	20 m
B.	Governance Board retreat date October 24 what do you want to see?	Discuss	Gregory Alexander	15 m
C.	Vote on Finance Committee minutes Vote on Finance committee minutes	Vote	Matt Thompson	5 m
V.	**Director's Report**			**5:39 PM**

		Purpose	Presenter	Time
A.	October Update Director Report	Vote	Sarah Fox	15 m
B.	Maintenance report Maintenance Report -	Discuss	Martha Watkins	5 m

VI. New Business — 5:59 PM

		Purpose	Presenter	Time
A.	Fundraising Committee Report from Fundraising committee And Vote on minutes	Vote	Angela Wright	15 m
B.	Board Members Board member update	Discuss	Gregory Alexander	15 m

VII. Executive Session — 6:29 PM

		Purpose		Time
A.	Executive Session	Discuss		30 m

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:

- 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.

		Purpose	Presenter	Time
VIII.	**Other Business**			**6:59 PM**
A.	Vote on matters from Executive Session, if required	Vote	Gregory Alexander	5 m
IX.	**Closing Items**			**7:04 PM**
A.	Adjourn Meeting	Vote	Gregory Alexander	2 m

Coversheet

Approve minutes prior minutes

Section: II. Consent Agenda
Item: A. Approve minutes prior minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board meeting on September 24, 2026
2026_09_24_board_meeting_minutes.pdf

DRAFT

Lowcountry Montessori School

Minutes

Board meeting

monthly board meeting

Date and Time
Thursday September 24, 2026 at 4:30 PM

Location
Lowcountry Montessori School

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

Directors Present
A. Whitaker (remote), A. Wright, G. Alexander, L. Lyles, O. Hawkins, T. Brosnan

Directors Absent
A. Chavarria, A. Walker, M. Thompson

Directors who arrived after the meeting opened
G. Alexander

Guests Present
B. Shaffer (remote), E. Chapman, K. Chapman, K. Forbes, M. Watkins (remote), S. Fox

I. Opening Items

A.

Call the Meeting to Order

T. Brosnan called a meeting of the board of directors of Lowcountry Montessori School to order on Thursday Sep 24, 2026 at 4:32 PM.

B. Determination of Quorum

C. Reading of the Mission Statement

Read by T. Brosnan

D. Approval of Agenda

A. Wright made a motion to approve the agenda.
O. Hawkins seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

G. Alexander	Absent
L. Lyles	Aye
T. Brosnan	Aye
O. Hawkins	Aye
M. Thompson	Absent
A. Chavarria	Absent
A. Whitaker	Aye
A. Wright	Aye
A. Walker	Absent

E. Statement of Compliance with FOIA

Statement of Compliance with FOIA read by T. Brosnan

II. Consent Agenda

A. Approve minutes prior minutes

A. Wright made a motion to approve the minutes from Board meeting on 08-27-26.
O. Hawkins seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

A. Wright	Aye
G. Alexander	Absent
O. Hawkins	Aye
L. Lyles	Aye
A. Walker	Absent
T. Brosnan	Aye
M. Thompson	Absent
A. Chavarria	Absent

Roll Call
A. Whitaker Aye

III. Public Comment

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

G. Alexander arrived.
Public comment provided by E. Chapman

IV. Committee Reports

A. Finance Report

Provided by J. Strickland-report attached

Haven't seen hard numbers what funding will come in at for all the Charter schools network wide, but very confident will come in higher than anticipated for Sept - Dec

Revenue YTD- 827,169
Local Revenue-85,408
State EIA Funding-741,761--vast majority of funding
Federal Funding-0

Expense YTD- 803,327
Net Revenue YTD- 23,842

Unrestricted Cash- 398,822
Money Marketing- 291,722- talking with the finance committee and admin, will leave alone to continue to earn interest

Days Cash on Hand- 27.26

Grants for FY 2027 haven't been approved as of yet- won't see any funds until December/ January at the earliest

52.16% -YTD Ratio of Instructional Spending

A. Wright- Early Childhood section 139 what's going on there?
J. Strickland- A discrepancy between coding and the budget. A lot were approved before the first payroll went out. If Admin approves, can reclassify them, believe those employees can be coded under kindergarten, still rolled under instructional spend.

G. Alexander- Have Auditors been in touch with you?

J. Strickland- All financials have been sent, the auditors have a list of what they need, our team is working on any documents they need. It is being worked on.

B. Governance

Board Retreat October 24th

G. Alexander- What would the board like to see?

A. Wright- record keeping for minutes for the committees, Board decorum (appropriate behavior for board members / boundaries-- when to recuse, when to act as parents)

T. Brosnan- do we need to do yearly certification?
L. Lyles- the email read all new and reappointed?
A. Wright- yeah within a year
G. Alexander- so that would be 90% of the board.

A. Wright- State Law requires all new charter school board members to complete initial board orientation training, for newly elected, appointed, re elected, and re appointed board members.

O. Hawkins- Martha had mentioned putting together materials?
S. Fox- Yes, coding and going through the budget so we understand what is being talked about. Also, I recommend going through the Charter, if you haven't, there are some things that we need to amend, it makes me want to do a once over on it, so if there is anything we want in it or don't want in it, we can figure it out.
A. Wright- We only have three hours, that may need to be a workshop
S. Fox- I agree, it's something I have started to make a list on and need to get with staff for.

G. Alexander- What time did we agree on?
A. Wright- 9-12
L. Lyles- 9-1

C. Vote on Finance Committee minutes

V. Director's Report

A. September Update

Presented by S. Fox- report attached

Still have staff coming in Lower El to help, don't have a timeline to end yet.
Looking for a close adult for a student in high school.

After 45-day count would like to re-access where we are at financially and see if there is something we cand do to help with the office admin, and a person to help with the elementary.

School Spirit Week also Red Ribbon Week
Staff member asked if we could provide a panel discussion for High School and separately Middle to the effects of drug use, with an Opt -Option. The realities of how addiction can affect people and the ripples it sends out. Panel of counselors, Officer Doug, the staff member, possibly Beaufort Drug and Alcohol

10-12-26 from 4:30-7:30 Garden Dinner
*Discussion about time and activity line up

Talking to Candance about doing adult cooking classes, she said yes and maybe doing workshops, and open to the community.

L. Lyles- Is there an update for the Grant
S. Fox- No update, but Martha has a list of facilities things to ask for.
M. Watkins- Jonathan is supposed to keep me posted, still not open from what we are hearing.

B. Maintenance report

Presented by M. Watkins- no report to attach

They are actively looking to put the field we use for parking on the market. Need to seriously consider what may happen if we lose access to the field. We had gotten some quotes to clear the land in the back behind the makers space, if we amend the fence by the basketball court, we could potentially add a few more parking spaces there. The quote to clear came back about 7k, that is to grade it for parking quality land. Need to clarify how much land they quoted to clear. They did send an agreement that we have to sign, do not know what that entails, don't know if they are going to start charging us to use it.

L. Lyles- The church sent us something?
S. Fox- They haven't sent it, they mailed it, have not received it.

T. Brosnan- Would the right of way when they sell it, go through their property or through our school?
S. Fox- It would not go through our school, they did say when they were talking to us about purchasing it, that they would be willing to have some sort of extension through their property, but they don't want to. The cost was just way too high. It is challenging to get into it. Has been professionally appraised, but no soil sample done. Their insurance changed, so they were sending us an agreement and use form. There is student parking,

but only like one person parks there, and six spots blocked off because of the basketball hoops, we could maybe use. Biggest issue is events, maybe they would let us rent their parking lot for events.

VI. New Business

A. Fundraising Committee

A. Wright made a motion to approve the minutes from Fundraising Committee Meeting on 08-24-26.
O. Hawkins seconded the motion.
The board **VOTED** unanimously to approve the motion.
Presented by A. Wright

Next meeting October 14th at 5pm

October 22nd- Trunk or Treat and It girls Dance

November 5th Food Truck Night- so far have 3 food trucks, Omar working on getting more. Will also have student versus adult volleyball.

B. Board Members

L. Lyles- Touch on the training stuff, to make sure we have all looked at and know we have to go to the training.

G. Alexander- Are we going to Port Royal for the Trunk or Treat
A. Wright- Have we heard anything about it?
S. Fox- Not that I have seen was looking because Octoberfest should be coming. But I feel like Lizzy sent that to me last year.
L. Lyles- I did, I will look and find it and send it.
A. Wright- I think it would be nice to have a presence.
S. Fox- Do have a student excited to be the Mascot and he currently has the suite.

VII. Executive Session

A. Executive Session

G. Alexander made a motion to go into executive session for personal matter.
A. Wright seconded the motion.
The board **VOTED** unanimously to approve the motion.
G. Alexander made a motion to leave executive session.
A. Wright seconded the motion.
The board **VOTED** unanimously to approve the motion.

VIII. Other Business

A. Vote on matters from Executive Session, if required

No matters from executive session require voting

IX. Closing Items

A. Adjourn Meeting

A. Wright made a motion to adjourn meeting.
G. Alexander seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:17 PM.

Respectfully Submitted,
L. Lyles

Documents used during the meeting

- 2026.08.31 LMS Financial Packet.pdf
- 2026_08_24_fundraising_committee_meeting_minutes.pdf

DRAFT

Lowcountry Montessori School

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C. Reading of the Mission Statement

Read by T. Brosnan

D. Approval of Agenda

A. Wright made a motion to approve the agenda.
O. Hawkins seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

A. Wright	Aye
M. Thompson	Absent
A. Walker	Absent
L. Lyles	Aye
A. Chavarria	Absent
A. Whitaker	Aye
O. Hawkins	Aye
G. Alexander	Absent
T. Brosnan	Aye

E. Statement of Compliance with FOIA

Statement of Compliance with FOIA read by T. Brosnan

II. Consent Agenda

A. Approve minutes prior minutes

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O. Hawkins seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

O. Hawkins	Aye
A. Chavarria	Absent
L. Lyles	Aye
A. Whitaker	Aye
G. Alexander	Absent
T. Brosnan	Aye
A. Walker	Absent
M. Thompson	Absent

Roll Call

A. Wright Aye

III. Public Comment

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

G. Alexander arrived.
Public comment provided by E. Chapman

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Presented by A. Wright

Next meeting October 14th at 5pm

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A. Wright seconded the motion.
The board **VOTED** unanimously to approve the motion.
G. Alexander made a motion to leave executive session.
A. Wright seconded the motion.
The board **VOTED** unanimously to approve the motion.

VIII. Other Business

A. Vote on matters from Executive Session, if required

No matters from executive session require voting

IX. Closing Items

A. Adjourn Meeting

A. Wright made a motion to adjourn meeting.
G. Alexander seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:17 PM.

Respectfully Submitted,
L. Lyles

Documents used during the meeting

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- 2026_08_24_fundraising_committee_meeting_minutes.pdf

Coversheet

Governance

Section: IV. Committee Reports
Item: B. Governance
Purpose: Discuss
Submitted by:
Related Material: Sample_Board_Retreat_Agenda.docx

BoardOnTrack

Lowcountry Montessori School Board Retreat Agenda

October 24, 9:00

Topic	Purpose	Presenter	Time
Welcome – coffee +	Quick framing on today's purpose and outcomes	Chair	8:30 - 9:00 am
Intro	Framing retreat purpose and outcomes	Director & Chair	9:00 - 9:10 am (10 min)
LOCO - Past, Present, Future	* *CEO prepares a slideshow with an overview of the history of the school, stats for the present (student data, finance, facilities – whatever makes sense), and then "wildest dreams" for the future of the school.*	Director	9:10 - 9:45 am
Gallery Walk Activity	1.Working in pairs or small groups, rotate to large post-it's up around the room with the 3-4 "big ideas" from school leader's presentation. 2. Narrowing it down – after each group has had a chance to visit each idea board, they get 8 -10 stickers to use to vote on their favorite ideas.	Director - gets it started and then joins a group	9:45 – 10:30 am (10-minute rotations)
Break			10:30 – 10:45 am
Draft Annual Goals	Begin drafting goals in small groups or by committee – by item.	All participate	10:45 – 11:45 pm
Lunch			11:45 – 12:30 pm
Debrief on Goals	Each group shares proposed goals for their respective item. Debrief and clarify commitments to get the work done.	Chair & Direct.	12:30 - 1:00 pm
Board Business	Go over Audit	Chair & Direct.	1:00 – 2:30 pm

Coversheet

October Update

Section: V. Director's Report
Item: A. October Update
Purpose: Vote
Submitted by:
Related Material: Director’s Report to Board October 2026.pdf

Director's Report
October 2026

1. Enrollment as of 9/20/26 : 408 (including Preschool)
    - PK3 - 12
    - PK4 - 24
    - K - 40 - (1 more)
    - 1st - 22 (2 less)
    - 2nd - 28
    - 3rd - 40 (1 less)
    - 4th - 32 (1 less)
    - 5th - 29
    - 6th - 32
    - 7th - 37 (2 less)
    - 8th - 17
    - 9th - 26 (2 less)
    - 10th - 17 (2 less)
    - 11th - 17
    - 12th - 23

Classes:

Primary: 28, 24, 24 - 2 in the Transition Room

Lower El: 32, 29, 32 - 6 in the Transition Room

Upper El: 32, 31, 30 - 0 in Transition Room

Middle School: 37, 17 - 0 in Transition Room

2. Personnel: need to hire one close adult, one assistant, and Coach Stefon is leaving and we are working on a plan to replace him.

3. Architect/New Building Update: none

4. Conversations with District/Montessori trainers:
    - Looking for a Montessorian to help with Long Range Planning

5. Litigation pertaining to our school.
    - none

6. Student injuries:
    - none

7. LMS items pertaining to management
    - no

8. Academic results/progress:
    - State Testing report by Becky

9. Highlights:
    - Camping Trips by HS / MS
    - Garden Banquet Dinner
    - CTE Funding announced

10. Management items for executive session
    - No

11. Fundraising Needs/Upcoming Events:
    - 10/22 - 23 - Celebrations of Learning
    - 10/23 - Trunk or Treat / iT Girls Dance
    - 10/24 - Board Retreat
    - 10/25 - Port Royal Trunk or Treat
    - 10/26 - 30 - School Spirit Week
    - 11/5 - Food Truck Night
    - 11/12 - Parent Engagement Night
    - 11/14 - Pride Outreach - volunteers needed - 11am - 5pm
    - 11/20 - Harvest Feast

12. Non-recurring matters:
    - none

13. Main goals to be working on for the next month:
    1. Staff Support
    2. District requirements (Title I, Website, Books, more)
    3. Long Range Planning

Coversheet

Maintenance report

Section: V. Director's Report
Item: B. Maintenance report
Purpose: Discuss
Submitted by:
Related Material: Facilities Report 10_19_26.pdf

Facilities Update - 10/19/26

1. Grants & Funding

I checked for an update on this money, but it says they are still reviewing how they will decide and prioritize funding requests. I will continue to work on our list and keep checking on this.

Additionally, I had a good conversation with Shannon Erickson about the possibility of diverting local funding to Public Charter Schools. This may be in the works, and I am going to start looking into what we need to do if this becomes a possibility. I have also reached out to SCDE inquiring about the National School Lunch Program. I want to know with more certainty whether this is something we can participate in and maintain for our school. It may not be feasible, but if it is, I will work to implement it as soon as possible.

---

2. Parking

We were able to receive a significant discount for what we thought was going to cost us $7,000 for clearing in the back to accommodate more parking, to $2,300. We went ahead and moved on this, so we have somewhere between 12-18 additional parking spaces in the back behind the Makers building, depending on how we space them out. We have not yet marked them, but will try to accomplish this before our Harvest Feast.

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3. Events

LMS has been VERY active with events. We had our Garden Banquet, which I think was a big success. We have had many people get back to us and share social media posts about our school since then. They were impressed with how much we have grown. We are working to build collaborations with them and continue outreach and networking.

Mrs. Francy hosted a Movie Night in celebration of Hispanic Heritage Month, which was a big turnout!

Other upcoming events are Trunk or Treat followed by the IT Girls hosted Dance, and Food Truck night. Harvest Feast will be around the corner and we will have our Book Fair the week of Nov. 2nd.

Coversheet

Fundraising Committee

Section:	VI. New Business
Item:	A. Fundraising Committee
Purpose:	Vote
Submitted by:	
Related Material:	2026_09_21_fundraising_committee_meeting_minutes.pdf 2026_10_14_fundraising_committee_meeting_minutes.pdf

DRAFT

Lowcountry Montessori School

Minutes

Fundraising Committee Meeting

Date and Time
Monday September 21, 2026 at 4:30 PM

Location
Lowcountry Montessori School
Room 204

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

Committee Members Present
A. Wright, T. Brosnan

Committee Members Absent
A. Chavarria, A. Walker, G. Alexander, L. Lyles, M. Thompson

Guests Present
Francy Johannan, Jennifer Poole, M. Watkins, O. Hawkins, S. Fox

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

A. Wright called a meeting of the Fundraising Committee of Lowcountry Montessori School to order on Monday Sep 21, 2026 at 4:35 PM.

C. Old Business

- Food Truck Event
  - discussed adults v kids volleyball game- M. Watkins said Jne and Angie will reach out to kids and families
  - S. Fox will have Ava make a flyer
- New business (moved for timeliness) (F. Johannan)
  - Would like something to celebrate Hispanic Heritage Month; suggested food truck night (may combine with next year's food truck event)
  - For this year, a movie with don
  - Donation options and charge for snacks (A. Wright clarified with S. Fox that school cannot charge for movie admission)
  - October 16, LE and UE 5:30-7:30; serve tacos, churros, etc.
  - General school funds (technology for multi language learners)
  - Floor seating (blankets, etc); send out an email to reserve seats and get head count
- Coat Drive (S. Fox)
  - could combine with food truck night; could also just do with abandoned coats at school. Will speak with D. Savage about alternative options
- Holiday Shop
  - S. Fox states neither MS or UE has expressed interest
  - Potentially run from Dec 7-11 and seek parent volunteers
  - S. Fox has asked D. Savage to run and she agreed
  - M. Watkins suggested selling items made in art class and supplement other items as needed
  - M. Watkins- could use empty UE room for book fair and holiday shop
  - Deadline for collecting items should be determined (no clothes)
- Holiday Pictures
  - S. Fox said no photographer at this time; have put out a call for photographer in Lowdown
  - O. Hawkins suggested asking Ava for connections
- Bookfair (M. Watkins)
  - Need volunteers; C. Creamer has offered to help
  - 11/2-11/6 8:30-3:00
  - Set up Friday before, tear down Friday
  - Specifically need someone to run it and help with set up and tear down (3-4 hours) October 30 and November 6
  - Put out call for help in Lowdown
- Leaders Banquet Update (M. Watkins)
  - Date is set for October 12
  - Met with S. Stewart to answer questions

- Reached out to Bray's and Spring Island; Chamber of Commerce
- Need to send to Leadership Beaufort (A. Wright will do this)
- Meeting or reach out to Port Royal mayor (A. Wright will do this)
- Send information to Island Packet

- Revisit Food Truck Event (O. Hawkins)
  - 3 confirmed (Tacos al Padrino, Gullah Express, Golden Sun); Kilwins TBD
  - Vendors locked in between now and next week
  - Expected turnout? 200 (S. Fox)
  - T. Brosnan suggested adding freeze tag; O. Hawkins will touch base with Jen and Angie about volleyball game
  - Port Royal town hall meeting on October 15 (O. Hawkins will email town to find out about commenting at meeting)
  - Will ask Ava to make flyer; got suggestions for trucks from N. Ormsby
  - T. Brosnan will reach out to monkey bread company
- It Girls Halloween Dance (J. Poole)
  - October 22; Trunk or Treat is 5:30-7:30 with LE/primary dance from 6-7 and UE dance from 7:30-9:00.
  - J. Poole will make flyer; $5 per person entry fee

II. New Business

A. Future Fundraisers

- Communications
  - Update flyer to include Hispanic Heritage Month movie event
  - October 5 communications for Food Truck event will start
- Event outreach
  - T. Brosnan suggested selling cookbooks at student games
  - S. Fox will ask R. Beck about adding to concessions
- Other Events
  - J. Poole - Valentine's Dance for It Girls on February 11; LE only; dance from 5-6:30
  - S. Fox - International Night will be April 8

III. 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 6:09 PM.

Respectfully Submitted,
A. Wright

DRAFT

Lowcountry Montessori School

Minutes

Fundraising Committee Meeting

Date and Time
Wednesday October 14, 2026 at 5:00 PM

Location
Lowcountry Montessori School
Rm 204

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

Committee Members Present
A. Wright (remote), O. Hawkins (remote), T. Brosnan (remote)

Committee Members Absent
A. Chavarria, A. Walker, A. Whitaker, G. Alexander, L. Lyles, M. Thompson

Guests Present
B. Shaffer (remote), Jennifer Poole (remote), S. Fox (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

A. Wright called a meeting of the Fundraising Committee of Lowcountry Montessori School to order on Wednesday Oct 14, 2026 at 5:03 PM.

C. Old Business

- Hispanic Heritage Night
  - Only 4 people signed up so far plus T. Brosnan's kids
  - See how many sign up; S. Fox will follow up
  - M. Watkins needs to verify screens work
- Event Forms as pertains to upcoming events (M. Watkins)
  - Spoke to importance of event forms being completed prior to events
  - Expressed concerns about dance - A. Wright noted this should be discussed with J. Poole
  - A. Wright asked who oversees clubs as they have previously been decided not to be overseen by fundraising committee; S. Fox: used to be under J. Marlow; now fall under administration
- Food Truck Night (O. Hawkins)
  - Event form in by 10/16
  - All participant forms are completed, permit numbers, etc.
  - 5 total trucks, one is a dessert truck (Italian ice)
  - Scheduled for public comment at Port Royal Town hall meeting for 3 minute comment period
  - Opportunity from Beaufort County Broadcast services to share info about event and school
  - M. Watkins confirmed with J. Marlow about adult v student volleyball game; asked O. Hawkins to include game times on form
- Holiday Shop
  - At this time, S. Fox suggested not going forward with it for this year
  - A. Wright will verify if V. Romig interested; if so, will look for more sustainable options
- Holiday Photos
  - S. Fox will ask a former student if they can do the photos (would be $150)
- Leaders Banquet (M. Watkins)
  - Minimal money spent outside of food; food has been able to be repurposed for teacher meal and lunches so very little food waste. Total cost beyond food was approximately $90
  - Positive outcomes including with mayor of Port Royal and S. Erickson
  - High school students are writing thank you cards
- It Girls Halloween Dance (J. Poole)
  - has turned in event form
  - has parent chaperones
  - M. Watkins - need a staff member present because it is a drop off event for insurance purposes. S. Fox volunteered to be designated staff. Primary parents must stay for event.

- S. Fox suggested should not be "all ages" and focused on UE only for later time slot
- J. Poole expressed frustration with leaving out upper grades; desire for "whole school" events
- O. Hawkins voiced agreement with objective to bring school together but better not to mix so many grades at a drop off event
- S. Fox voiced concerns about developmental differences
- J. Poole agreed to change flyer to reflect concerns

II. New Business

A. Future Fundraisers

- Communications
  - Put flyer for events in Bloomz and/or Lowdown
- Outreach
  - J. Poole suggested sharing and promoting community events (such as shows at USCB) by sharing in Lowdown, asking about school field trips
- Upcoming events
  - S. Fox brought up Harvest Feast baskets (should auction be online or not?)
  - Perhaps do some items online and others in person (child brought in items in-person and donated basket items from local businesses online)
  - Will discuss at next meeting in more detail

III. 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 6:00 PM.

Respectfully Submitted,
A. Wright