

APPROVED



# Lowcountry Montessori School

## Minutes

### Board Meeting

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#### **Date and Time**

Thursday October 24, 2019 at 6:30 PM

#### **Location**

749 Broad River Dr., Beaufort, SC 29906

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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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#### **Directors Present**

A. Moody, C. Lucas (remote), D. Fent, G. Alexander, J. Dameworth, P. Chester, S. Lemstrom, T. Vande Burgt

#### **Directors Absent**

K. Recchia

#### **Guests Present**

A. Horn, Brandon Ulmer, Deb Wright, Kylie Wright, M. Zappia, S. Fox

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### **I. Opening Items**

#### **A. Record Attendance and Guests**

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

S. Lemstrom called a meeting of the board of directors of Lowcountry Montessori School to order on Thursday Oct 24, 2019 at 6:30 PM.

**C. Reading of the Mission Statement**

**D. Approval of Agenda**

T. Vande Burgt made a motion to approve the agenda.

P. Chester seconded the motion.

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

**E. Statement of Compliance with FOIA**

**F. Approve Minutes from Previous Meeting**

P. Chester made a motion to approve minutes from the Board Meeting on 09-26-19 Board Meeting on 09-26-19.

T. Vande Burgt seconded the motion.

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

**G. Approve Minutes from Finance Committee Meeting**

P. Chester made a motion to approve minutes from the Finance Committee Meeting on 10-21-19 Finance Committee Meeting on 10-21-19.

T. Vande Burgt seconded the motion.

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

**H. Approve Minutes from Facilities Committee Meeting**

T. Vande Burgt made a motion to approve minutes from the October Facilities Committee on 10-14-19 October Facilities Committee on 10-14-19.

C. Lucas seconded the motion.

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

**I. Approve Minutes of the Academic Excellence Committee**

A. Moody made a motion to approve minutes from the Academic Excellence Committee Meeting on 10-23-19 Academic Excellence Committee Meeting on 10-23-19.

J. Dameworth seconded the motion.

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

**II. Public Comment**

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

Deb Wright: Has been very happy, daughter loved it here. Since December 2018, a number of concerns. Teacher didn't report student declaring that she wanted to hurt herself. This year, when teacher leaving, she came here and voiced concerns with

teacher assistant. Child has struggled this year, stating she is not learning and has voiced concern to the counselor. Started Beaufort Middle and is behind. Has not done math since last year. Teacher should have been given better tools, class chaotic, child was disrespectful to teacher, administration interrogated to her without parents.

Kylie Wright: Wyatt enrolled in 4K, on August 29th, child hid at recess, teacher reported to parent, met with administration on October 8th, teacher confirmed that Wyatt was left on playground. Tapes reviewed, requested tapes, 3 minutes 39 seconds; on October 15th: reported that Wyatt would be withdrawn; October 16th: friend found Wyatt wandering by himself. Police report filed, met with administration, administration offered refund on remaining balanced. Administration provided check for reimbursement. Ms. Wright is unhappy with the handling of the situation. Wants all days reviewed and administration replaced and reimbursed for all time.

Brandon Ulmer: Left work three times unexcused. Mr. Ulmer was terminated. Feels something needs to happen. States 'we are going to make something happen'. Has provided his contact information and wants follow-up.

### III. Director's Report

#### A. October update.

374 students currently enrolled. Open enrollment from 10/1/19-1/1/20, applications have been received. Looking for raffle ideas. Successful land lab with middle school. Heroic journey - self reflection, rights of passage for adolescents, kayaking, rain and cold.

Moe's spirit night, cross country championship, started STAR testing (K5-8th) also using in HS for potential interventions. After school activities have started, book fair this week.

Successful start to sunshine club. Finalized logo and package for marketing campaign (likely end of November). Sara requested preview at November meeting.

### IV. Committee Reports

#### A. Governance

S. Lemstrom made a motion to to move the November meeting to 11-21-19.

T. Vande Burgt seconded the motion.

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

Board training: members that attend need to complete survey. 10% of schools must be in the state unsatisfactory status.

Half-way on the board evaluation. Need more members to complete.

Discussed a mid-January board work session. Board felt this was a good plan. Sara asked for ideas for work session: capital campaign strategy, Tom suggested more governance training; Sara will suggest a date. Amy suggested an overnight and she has a place (cost is just \$150 cleaning fee).

Discussed members signing conflict of interest statement.

## **B. Academic Excellence**

Met 10-23-19. Several of the teachers on the committee. ATSI funds coming (targeted for students in poverty), discussed ways to utilize that, \$40,000 - May or may not be annual. Discussed purpose/mission of committee. Has been doing a lot of data collection this year. Goals: Completing correlation with SC standards, good foundation for that from Landor and some Georgia Schools, for math/language. Teaching test taking strategies. Reviewing charter goals and amend those as needed. Math interventionist this year. Last year: reading coach. Mr. Dan talked about identifying course codes for HS classes. Amy presenting testing data and members reviewed, Patrick pointed out the trend increasing of not meeting standards, discussion ensued. Amy reported that they are working to develop data on individual data for students that have been in the school.

Sara Fox pointed out that the last EVOS assessment was a 5 for student growth. Tom pointed out that many students just completed PSAT's, Sara requested that data be shared with the board when it is available.

## **C. Finance**

T. Vande Burgt made a motion to to approve financial reports for September.

P. Chester seconded the motion.

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

Discussed procurement policy. Vote for procurement policy tabled until next month.

## **D. Fundraising**

Nothing to report. Planning for capital campaign work before next meeting.

## **E. Facilities**

Facilities did meet. Discussed planning for playground and new facility.

Amy had requested to have an agenda change for the architect contract. Sara pointed out that a second Thursday meeting could be held to place a vote. Amy reported that it was within the original discussion, Patrick pointed out that the board decision was to wait on moving forward with architectural contracts dependent on USDA funding.

## **V. New Business**

### **A.**

### **Vote on approval for new school credit card**

Amy emailed options for credit cards. Doug asked if they were planning to carry balances, Amy report no, they are paid off each month. This is to avoid debit cards. Alex suggested a business credit card for employee tracking. Amy suggesting tabling until she can collect better data for a decision.

C. Lucas made a motion to table.

T. Vande Burgt seconded the motion.

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

## **VI. Old Business**

### **A. CEO Evaluation**

This is not available yet.

### **B. Easement Update**

Administration discussed with architect whether we should proceed with moving forward with the easement or separate the projects to avoid affecting the USDA process.

### **C. USDA Update**

In a holding pattern. We have submitted everything that we are responsible for. Looking around 3%, hoping for funding over the next few weeks. \$88,000 spent to date. Sara asked if there were any additional expenditures that would come that would not be reimbursed at closing. Amy reported none that she knew of.

### **D. USDA Grants Update**

We are not eligible, area household income is too high. Looking into finding a grant writer.

## **VII. Executive Session**

### **A. Executive Session**

Patrick motioned to enter executive session, Greg seconded. Motion passed unanimously.

### **B. Discuss Contractual Matter**

### **C. Discuss Parent/Student Concern**

Doug Fent recused himself from discussion.

Clay Lucas recused himself from one discussion.

### **D.**

**Discuss information from attorney related to contractual matter**

**VIII. Other Business**

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

Exited executive session at 9:37 PM. Patrick made motion to exit executive session, Greg seconded. Unanimously approved.

**IX. Closing Items**

**A. Adjourn Meeting**

P. Chester made a motion to adjourn the 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 9:41 PM.

Respectfully Submitted,  
C. Lucas