

APPROVED



Lowcountry Montessori School

Minutes

Board Meeting

Date and Time

Thursday May 28, 2020 at 3:00 PM

Location

Meeting ID

meet.google.com/ojp-hamt-tgr

Phone Numbers

(US) +1 240-776-5768

PIN: 391 768 337#

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

Directors Present

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

Directors Absent

P. Chester

Directors who arrived after the meeting opened

J. Dameworth

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 May 28, 2020 at 3:09 PM.

C. Reading of the Mission Statement

D. Approval of Agenda

J. Dameworth arrived.

T. Vande Burgt made a motion to Amend the agenda to appoint D. Fent as acting secretary due to USDA requirements that Chair and Secretary be co-located for signing of loan documents.

G. Alexander seconded the motion.

In order to meet the timeline to complete the required conditions to close the loan by the date most favorable to the school, and having been informed the morning of the presentation of the requirement to have both President and Secretary co-located during the presentation a change in the agenda is considered an emergency.

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

E. appointment of acting secretary (added agenda item)

T. Vande Burgt made a motion to Appoint Doug Fent as acting Secretary.

C. Lucas seconded the motion.

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

F. Statement of Compliance with FOIA

G. Approve Minutes from Previous Meeting

T. Vande Burgt made a motion to Approve the minutes from Board Meeting on 04-23-20.

K. Recchia seconded the motion.

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

H. Approve Minutes from the Finance Committee Meeting

T. Vande Burgt made a motion to Approve the minutes from Finance Committee Meeting on 05-18-20.

K. Recchia seconded the motion.

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

I. Approve Minutes from the Governance Committee Meeting

T. Vande Burgt made a motion to Approve the minutes from Governance Monthly Meeting on 05-22-20.

K. Recchia seconded the motion.

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

J. Approve Minutes from the Academic Excellence Committee

T. Vande Burgt made a motion to Approve the minutes from Academic Excellence Committee Meeting on 05-20-20.

S. Lemstrom seconded the motion.

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

K. Approve Minutes from the Facilities Committee

T. Vande Burgt made a motion to Approve the minutes from Facilities May 2020 on 05-08-20.

K. Recchia seconded the motion.

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

L. Approve Minutes of the Facilities Committee (2)

T. Vande Burgt made a motion to Approve the minutes from Facilities Committee Meeting on 05-27-20.

S. Lemstrom seconded the motion.

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

II. New Business

A. USDA Presentation of Conditions for USDA Loan

USDA presentation by Judi Capehart of the USDA. Michael Kirby from Raymond James addressed questions that were raised by board members.

Resolution for board to vote on:

Form RD1942-8 (rev.2-98) (Sara read form to Board)

T. Vande Burgt made a motion to Accept the USDA resolution of members or stockholders on form RD 1942-8 (Rev. 2-98) as read by Sara Lemstrom.

G. Alexander seconded the motion.

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

B. Chair called a recess at 3:51 for 15 minutes to meet with Judy Capehart regarding signing of USDA condition documentation by Chair and acting Secretary

III. Director's Report

A. May Update

Working on policy for employees regarding COVID-19 for upcoming year.

Kindergarten graduation went well at school. High School graduation at drive-in went well.

Developing committees and plans for next year. Also, looking at hybrid model classrooms, virtual classrooms. Administration conducted survey of parents and staff to help guide decision making. Addressing Technology issues as well.

Director said will always maintain a virtual learning platform going forward.

IV. Committee Reports

A. Governance

Spoke about board recruitment, met with one applicant and discussed a committee appointment.

Officer Elections: Chair - Majority Elects Alex Moody; Vice chair - Majority Elects Greg Alexander; Secretary - Majority Elects Kim Reynolds; Treasurer - Majority Elects Patrick Chester

B. Academic Excellence

Turned in four charter amendments and received approval for all four, will be posted online soon.

C. Finance

Discussed FY2020-21 budget amendment and voted on proposed changes, and then accepted the proposed budget.

T. Vande Burt made a motion to Amend the budget as presented.

A. Moody seconded the motion.

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

T. Vande Burt made a motion to Accept the FY 20-21 budget with amendments to EFA, Pre-K, and Phase 2 costs.

A. Moody seconded the motion.

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

D. Fundraising

Administration created a GoFundMe page for scholarships for the Pre-K program, and requested that board members help promote the fundraiser.

Alternatives, like Network for Good, were proposed in consideration of crowdsourcing platform fee structures.

E. Facilities

Facilities committee presented a contract proposal for an access control project, and noted that the recommended bidder has a conflict of interest due to a primary business owner serving on the board. Committee requested board grant waiver of board governance policies on conflict of interest (section 9).

Board members C. Lucas and Kim R. left and the remaining board members discussed the conflict of interest and contract proposals.

Resolution was that board member with conflict resigned from the board effective immediately on 5/28/2020.

T. Vande Burgt made a motion to Request approval of up to \$49000 to fund access control project using Carolina Low Voltage. All unused funds of the grant, after access control completed, shall be spent on as many steel door upgrades in lockdown areas as funds allow.

G. Alexander seconded the motion.

Clay Lucas and Kim Reynolds recused themselves from discussion and vote

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

V. Old Business

A. COVID-19 Response

B. Approve FY21 School Calendar

T. Vande Burgt made a motion to Approve FY 20-21 Calendar.

G. Alexander seconded the motion.

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

VI. Closing Items

A. Adjourn Meeting

T. Vande Burgt 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 6:59 PM.

Respectfully Submitted,

D. Fent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:59 PM.

Respectfully Submitted,

D. Fent