

APPROVED



Lowcountry Montessori School

Minutes

Board Meeting

Date and Time

Thursday June 25, 2020 at 5:30 PM

Location

Video conference URL: <https://meet.google.com/ojp-hamt-tgr>

Call-in: (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), D. Fent (remote), G. Alexander (remote), J. Dameworth (remote), P. Chester (remote), S. Lemstrom (remote), T. Vande Burgt (remote)

Directors Absent

K. Recchia

Directors who arrived after the meeting opened

P. Chester

Directors who left before the meeting adjourned

S. Lemstrom

Guests Present

A. Horn (remote), M. Zappia (remote), S. Fox (remote), Taylor Lloyd

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

A. Moody called a meeting of the board of directors of Lowcountry Montessori School to order on Thursday Jun 25, 2020 at 5:45 PM.

C. Reading of the Mission Statement

D. Approval of Agenda

The agenda was approved by general consent.

E. Statement of Compliance with FOIA

II. Consent Agenda

A. Approve Minutes from Previous Meeting

A. Moody made a motion to approve the minutes from Board Meeting on 05-28-20.

T. Vande Burgt seconded the motion.

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

B. Approve minutes from June 8 Special Board Meeting.

A. Moody made a motion to approve the minutes from Special Board Meeting on 06-08-20.

T. Vande Burgt seconded the motion.

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

C. Approve Minutes from the Finance Committee Meeting

D. Approve Minutes from the Governance Committee Meeting

E. Approve Minutes from the Academic Excellence Committee

A. Moody made a motion to approve the minutes from Academic Excellence Committee Meeting on 06-17-20.

T. Vande Burgt seconded the motion.

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

F. Approve Minutes from the Facilities Committee

A. Moody made a motion to approve the minutes from Facilities Committee Meeting on 06-16-20.

T. Vande Burgt seconded the motion.

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

III. Public Comment

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

No public comments to record.

IV. Director's Report

A. June Update

P. Chester arrived.

Briefly discussed the PADEPP evaluation. Noted that hiring has been completed for the coming year. There will be a blood drive date in July at the school. Leadership team will present vision for new facility at next meeting.

V. Committee Reports

A. Finance

T. Vande Burgt made a motion to approve the May financial reports.

D. Fent seconded the motion.

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

T. Vande Burgt made a motion to engage Prestige School Solutions for accounting, payroll, budget, and reporting services for the July 2020-June 2021 fiscal year.

J. Dameworth seconded the motion.

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

It was noted that the new financial/procurement policies should be ready to review and approve in July.

B. Governance

Discussed evaluation methods for director and board. Will proceed with BoardOnTrack evaluation process for this round of evaluations.

Discussed virtual meetings and setting timeframes for disseminating information to board.

S. Lemstrom left.

C. Academic Excellence

Discussed teacher certification process and compliance.

D. Facilities

Discussed progress of access control project. Also reviewed upcoming HVAC replacement needs and timeline.

E. Fundraising

No meeting held this month; no information to report.

VI. Old Business

A. COVID-19 response and preparations for 2020-21 school year.

Discussed plan for reopening prep, including reaching out to Praise Assembly to inquire about using extra space. Board can read updates about weekly planning meetings in shared meeting notes.

B. USDA loan update

Still moving toward phase 1 closing with nothing to vote on or approve at this point.

VII. New Business

A. Summer board session and strategic planning goals

Summer board session postponed due to scheduling concerns.

VIII. Executive Session

A. Executive Session

T. Vande Burgt made a motion to enter executive session.

J. Dameworth seconded the motion.

Entered executive session at 7:20 p.m. to discuss contractual arrangements and employment compensation.

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

T. Vande Burgt made a motion to exit executive session.

P. Chester seconded the motion.

Exited executive session at 7:40 p.m.

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

IX. 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 7:42 PM.

Respectfully Submitted,

A. Moody

Note: The minutes from previous meetings were approved by unanimous consent. The software used to generate meeting minutes does not support the recording of such approvals, so a vote for each set of minutes was recorded out of necessity.