

APPROVED



Lowcountry Montessori School

Minutes

Board Meeting

Date and Time

Thursday July 23, 2020 at 5:30 PM

Location

Video conference link: <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), K. Recchia (remote), P. Chester (remote), S. Lemstrom (remote), T. Vande Burgt (remote)

Directors Absent

None

Guests Present

A. Horn (remote), M. Zappia (remote)

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 Jul 23, 2020 at 5:34 PM.

C. Reading of the Mission Statement

D. Approval of Agenda

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 06-25-20.

K. Recchia seconded the motion.

Approved by unanimous consent.

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

B. Approve Minutes from the Facilities Committee

A. Moody made a motion to approve the minutes from Facilities Committee Meeting on 07-21-20.

K. Recchia seconded the motion.

Approved by unanimous consent.

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

C. Approve minutes from July 14 special meeting

A. Moody made a motion to approve the minutes from Special Board Meeting on 07-14-20.

K. Recchia seconded the motion.

Approved by unanimous consent.

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

D. Approve minutes from August 2019 special meeting

A. Moody made a motion to approve the minutes from Special Meeting for STAR Testing on 08-26-19.

K. Recchia seconded the motion.

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

E. Approve Minutes from the Finance Committee Meeting

F. Approve Minutes from the Governance Committee Meeting

G.

Approve Minutes from the Academic Excellence Committee

III. Public Comment

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

No public comment to record.

IV. Director's Report

A. July Update

Amy Horn requested to cover in each committee update.

V. Committee Reports

A. Finance

Taylor Lloyd reviewed:

Reduction in income due to refund checks that had to be issued.

Reviewed budget YTD. PPP loan not taken in to account. Elliott Davis has not given direction on that at this point. Taylor has not included it to be more conservative as to not have a cushion in the event it must be repaid, or confirmed it is forgiven. Expenses came in under around 64k. approx 144K net income noted, this has not been audited are not final.

Days cash on hand- 46 days cash on hand, state minimum requirement is 30, recommended is 60.

Current ratio: current assets over liability, LMS at 1.9, anything over 1 is considered good.

Patrick covered the finance committee had reviewed Lloyds report.

Lemstron asked if this was an amendment, Lloyd confirmed this is the version 4 amendment.

Audit is currently in process.

Moody confirmed June reports will be approved next meeting, once BoD has received the report.

Horn confirmed she will setup a presentation by auditors. Tentatively September board meeting, October at the latest. Audit will be due to charter November 1.

No additional questions for Taylor to record.

B. Facilities

Vande Burgt covered additional items will be needed for school reopening. Moody discussed that Martha covered electrostatic backpack sprayer will help decrease sanitation time. Much of delay with facilities depends on USDA loan.

No further questions to record.

C. Governance

Moody covered Horn's review open, end of August BoD will receive. One candidate has been found.

No further questions for governance.

D. Academic Excellence

Horn discussed they have been meeting with teachers to prepare for school. Transition discussion on how virtual to hybrid model will look. Collaboration between teachers will divide and conquer. Teachers will not be able to do hybrid and virtual at the same time. Working to make that as seamless as possible and working to keep consistency.

No further questions for academic excellence.

E. Fundraising

No fundraising meeting the prior month. Fent discussed he would like to reestablish a date and time to set meetings going forward. August 6, 2020 0900 tentative meeting set, virtual zoom meeting. Fent to add to BoT. All fundraising members in agreement.

VI. Old Business

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

Horn covered they were waiting on district to meet yesterday. Horn listened on Wednesday's district board meeting. Told could open as scheduled. Hybrid, all in person, and all virtual required. Told not required to open September 8th. Leap days discussed, unclear on when they were required to complete. Horn recommended back up opening to August 17th. August 1, 3, 5, 7, 8th. days used for assessment and for parents to pick up starter kits, pay fees, drop off paperwork, complete unfinished business. Families will be able to pick up the required technology. Will move to all virtual online piece with reassessment every 4 weeks. 2 spring days that were student conference days, changed to school days. Intention to end on the same day as planned next year. Charter no problems noted starting as a virtual-only option.

A virtual handbook will be shared with families next week.

4 weeks of virtual-only at this point. Reassessment of numbers every 4 weeks.

Reynolds questioned STAR assessment changes disclosure to families being unclear. Horn stated emails were sent out.

STAR assessments required to be in person. Masks will be required. Ionization system has been purchased. Covers for keyboard purchased which can be removed and cleaned. Staff is voluntary and paid additional.

Van Burgt motion to approve new school schedule

Jeannine made second

Tom

Jeannine

Moody

Alexander

Lemstron

In favor

Not in favor

Patrick

Reynolds

motion passed

B. USDA loan update

VII. New Business

A. Approve 2020-21 board meeting calendar

Moody covered board meeting calendar for 2020/2021.

Board meetings approved with school calendar.

B. Presentation on new facility

Horn presented conceptual mockups and plans for new facility.

C. Community feedback regarding social media

Group discussion of recent social media posts and general use/management of the school's social media presence.

VIII. Executive Session

A.

Executive Session

Alexander made a motion to enter executive session.

Reynolds seconded the motion.

Entered executive session at 6:48pm to discuss contractual arrangements.

Guy Dabb and Brad Vannis joined for an executive session.

Exited executive session at 1920, Vande Burgt motion, Fent second.

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 7:47 PM.

Respectfully Submitted,

K. Recchia