

APPROVED



Lowcountry Montessori School

Minutes

Board Meeting

Date and Time

Thursday August 27, 2020 at 5:30 PM

Location

Google Meet: <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), J. Dameworth (remote), P. Chester (remote), S. Lemstrom (remote), T. Vande Burgt (remote)

Directors Absent

D. Fent, G. Alexander, K. Recchia

Directors who left before the meeting adjourned

T. Vande Burgt

Guests Present

A. Horn (remote), Guy Dabbs (remote), M. Zappia (remote), S. Fox (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 Aug 27, 2020 at 5:35 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 07-23-20.

T. Vande Burgt seconded the motion.

The board **VOTED** unanimously 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 08-26-20.

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

III. Public Comment

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

No public comment to record.

IV. Director's Report

A. August Update

Info normally shared during director's report will be added to committee report discussions.

V. Committee Reports

A. Finance

July financials on-track with the exception of health supplies, a budget category that has seen extra expenditures due to COVID-19.

Cash on hand and debt ratio metrics look solid.

Holding off on June financial report approval due to ongoing audit and possible need for adjustments.

Currently 8-10% decline in enrollment, which could affect funding after 45-day count.

Discussed new financial policy and voted to approve.

J. Dameworth made a motion to approve the LMS financial policy.

T. Vande Burgt seconded the motion.

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

B. Facilities

Facilities Committee reported on school maintenance work and prep for new year, including renovations, cleaning, and repairs around the facility.

C. Governance

Discussed and voted on appointment of new board member.

Discussed review process as well as committee refresh to be considered in September.

T. Vande Burgt made a motion to appoint Stephen Meyer to seat 2 on the LMS board of directors.

S. Lemstrom seconded the motion.

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

D. Academic Excellence

Discussed EOC amendment process and timeline.

E. Fundraising

Fundraising Committee met and started capital fund, with requests being sent out soon.

Also discussed outreach plan and fundraising event ideas (such as hole-in-one competition).

VI. Unfinished Business

A. COVID-19 response: update on start of school year and plans for hybrid / in-person instruction.

Continuing to conduct parent surveys to refine virtual/hybrid/in-person plans. School year has started well with all-virtual plan, with good lessons learned and applied from the spring virtual learning efforts.

B. USDA loan and EB5 update

Awaiting word from closing attorney on next steps, but mostly waiting on LP amendment at this point.

C. Review architect contract and funding.

Discussed possible pre-approval of funds for next phase of architecture work for new facility. Decided to hold off on formal vote due to questions about when funds would be received after USDA closing.

VII. New Business

A. Approval of Title IX policy and discussion of social media policies.

Discussed Title IX and social media policies, but determined neither require board approval at this time. Board would like to review social media policy in the employee handbook after it's modified.

VIII. Executive Session

A. Executive Session

T. Vande Burgt made a motion to enter executive session for the purpose of discussing a pending contractual/legal matter.

P. Chester seconded the motion.

Entered exec session at 6:57 p.m.

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

Left executive session at 7:25 p.m. No vote due to loss of quorum.

T. Vande Burgt left.

IX. Other Business

A. Vote on matters from Executive Session, if required

No vote required.

X. 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 7:30 PM.

Respectfully Submitted,
A. Moody