APPROVED

Lowcountry Montessori School

Minutes

Fundraising Committee Meeting

Date and Time
Wednesday October 14, 2026 at 5:00 PM

Location
Lowcountry Montessori School
Rm 204

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

Committee Members Present
A. Wright (remote), O. Hawkins (remote), T. Brosnan (remote)

Committee Members Absent
A. Chavarria, A. Walker, A. Whitaker, G. Alexander, L. Lyles, M. Thompson

Guests Present
B. Shaffer (remote), Jennifer Poole (remote), S. Fox (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

A. Wright called a meeting of the Fundraising Committee of Lowcountry Montessori School to order on Wednesday Oct 14, 2026 at 5:03 PM.

C. Old Business

- Hispanic Heritage Night
  - Only 4 people signed up so far plus T. Brosnan's kids
  - See how many sign up; S. Fox will follow up
  - M. Watkins needs to verify screens work
- Event Forms as pertains to upcoming events (M. Watkins)
  - Spoke to importance of event forms being completed prior to events
  - Expressed concerns about dance - A. Wright noted this should be discussed with J. Poole
  - A. Wright asked who oversees clubs as they have previously been decided not to be overseen by fundraising committee; S. Fox: used to be under J. Marlow; now fall under administration
- Food Truck Night (O. Hawkins)
  - Event form in by 10/16
  - All participant forms are completed, permit numbers, etc.
  - 5 total trucks, one is a dessert truck (Italian ice)
  - Scheduled for public comment at Port Royal Town hall meeting for 3 minute comment period
  - Opportunity from Beaufort County Broadcast services to share info about event and school
  - M. Watkins confirmed with J. Marlow about adult v student volleyball game; asked O. Hawkins to include game times on form
- Holiday Shop
  - At this time, S. Fox suggested not going forward with it for this year
  - A. Wright will verify if V. Romig interested; if so, will look for more sustainable options
- Holiday Photos
  - S. Fox will ask a former student if they can do the photos (would be $150)
- Leaders Banquet (M. Watkins)
  - Minimal money spent outside of food; food has been able to be repurposed for teacher meal and lunches so very little food waste. Total cost beyond food was approximately $90
  - Positive outcomes including with mayor of Port Royal and S. Erickson
  - High school students are writing thank you cards
- It Girls Halloween Dance (J. Poole)
  - has turned in event form
  - has parent chaperones
  - M. Watkins - need a staff member present because it is a drop off event for insurance purposes. S. Fox volunteered to be designated staff. Primary parents must stay for event.

- S. Fox suggested should not be "all ages" and focused on UE only for later time slot
- J. Poole expressed frustration with leaving out upper grades; desire for "whole school" events
- O. Hawkins voiced agreement with objective to bring school together but better not to mix so many grades at a drop off event
- S. Fox voiced concerns about developmental differences
- J. Poole agreed to change flyer to reflect concerns

II. New Business

A. Future Fundraisers

- Communications
  - Put flyer for events in Bloomz and/or Lowdown
- Outreach
  - J. Poole suggested sharing and promoting community events (such as shows at USCB) by sharing in Lowdown, asking about school field trips
- Upcoming events
  - S. Fox brought up Harvest Feast baskets (should auction be online or not?)
  - Perhaps do some items online and others in person (child brought in items in-person and donated basket items from local businesses online)
  - Will discuss at next meeting in more detail

III. 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 6:00 PM.

Respectfully Submitted,
A. Wright