

Lowcountry Montessori School
Meeting Minutes for Board of Directors Meeting
September 22, 2016 6:30 P.M.
749 Broad River Drive, Beaufort, SC 29907

Lowcountry Montessori School's mission is to increase access to an authentic Montessori-based education in Beaufort and Jasper Counties. Our staff and parents will collaborate to foster the development of independent, well-rounded, academically-prepared and responsible citizens. LMS is committed to creating an environment that inspires children to become lifelong learners and creative problem solvers for the 21st Century and beyond.

Board members in attendance: Eve Fleming, Scott Webb, Michele Clark, Allison Romaine, Jenn Dunn, Janice Johnson

Board members absent: Patrick Chester (but joined meeting by phone at 7:12 p.m.)

Opening

1. Call to Order – Eve called the meeting to order at 6:30 p.m.
2. Reading of Mission Statement – Eve read the mission statement of LMS.
3. Approval of Agenda – Eve moved to approve the agenda. Michele 2nded. All in favor: All
4. Statement of Compliance with FOIA – Eve announced that the meeting notice and agenda were posted on the door of school, the school website, and provided to the newspaper in compliance with FOIA.
5. Approval of Minutes from August 25, 2016 board meeting – Michele moved to approve the minutes from the August 25, 2016 meeting. Janice 2nded. All in favor: All

Director's Report

6. Amy Horn reported that after Tropical Storm/Hurricane Hermine, three trees fell causing damage to the roof and eaves of one of the buildings. Administration is in the process of obtaining quotes for repair, and expect the cost to be \$2000.00–\$3000.00. Not covered by insurance, but even if it were, would still have to pay out of pocket due to deductible. Additionally, a big limb fell on an AC unit which had to be replaced at a cost of \$3500.00. Three arborists/tree experts have agreed that we need to remove seven trees (all water/laurel oaks) on the property. Administration is still collecting quotes, but anticipate the expense will be around \$10,000.00. Quotes include stump grinding and chipping for the playground; leaving some stumps in place will save some money. Two trees are leaning away from the building and can be pruned rather than removed. Vote: Eve moved to authorize Amy to have seven trees removed and the other two pruned, utilizing a company that provides the best quote. Scott 2nded. All in favor: ALL. (Note: because this action was not on the agenda, it will be considered an informal action taken by the board and will be

placed on next month's agenda for a formal vote).

Amy also reported that October 1 is the date we will begin accepting student applications for next school year.

Finance and Business

7. Review and acceptance of August 2016 financial reports/vote on budget amendments. -- Amy reported that Bill Moser was able to update the classification (due to weighting), which increased our revenue by \$55,000.00. A few other line item adjustments were made. Transfer for the LP for the year increased to \$33,000.00 due to salaries. Vote: Janice moved to accept and approve the August 2016 budget report and line item amendments for the corporation and the LP. Jenn 2nded. All in favor: All

Board

8. Discussion and vote on slate of candidates for board election -- Eve presented slate of candidates and reported that the Governance Committee had reviewed and conditionally approved the slate of candidates, and recommended it to the board for full board approval. Vote: Eve moved to approve the slate of candidates for the 2016 board election. Jenn 2nded. All in favor: All

9. Discussion of amendments to articles of incorporation, bylaws, charter/vote if needed -- Amy reported that the District has not yet approved or disapproved the charter amendments requested on July 31, 2016 regarding priority seating after moving away, and seat time. She reported that it appears after conversations with the District that the first amendment is very similar to current state law, which may make the amendment unnecessary, and that we would not be able to include the phrase "in good standing."

10. Discussion and vote on governance policies and procedures -- Eve reported that the Governance Committee had reviewed the Board Governance Policies provided by the Public Charter School Alliance of South Carolina, had made some revisions, had discussed questions with an Alliance representative, had made a final review and conditionally approved the proposed Board Governance Policies presented to the board and recommended them for approval by the full board. Jenn asked whether bylaws should be aligned with policies; Eve responded that they should, and that the LMS bylaws are currently being revised and may be ready for full board review in November or earlier. Vote: Eve moved to approve the Board Governance Policies. Michele 2nded. All in favor: All (Patrick was present by phone for this vote).

18. Public Comment* --

--High School teacher Mr. Dan stated that things are going well and he is seeing good work with synthesis on a high school project in his class.

--Jenn reported that some people are driving through the field and is concerned about safety of children who are walking through that field.

--Miranda Altice suggested that there should be a teacher liaison or faculty representative on the board.

19. Old Business – none

20. New Business – Eve reported that she has created a “document bank” in Google Drive that has been shared with board members and will be shared with new board members. She suggested that the board appoint a member, or make it a vice chair responsibility, to monitor and update the document bank throughout the course of each year.

21. **Executive Session** (closed to public) – Eve moved to enter executive session to discuss confidential legal and personnel matters (7:33 p.m.). Scott 2nded. All in favor: All

Eve moved to exit executive session at approximately 8:10 p.m.) Janice 2nded. All in favor: All

22. Vote on issues from Executive Session – None required

23. **Adjourn**

Eve moved to adjourn at 8:11 p.m. Jenn 2nded. All in favor: All

* The Board welcomes public comments but gently reminds that this is not a question-and-answer period. Comments should be limited to no more than three minutes per person.

LMS will not limit, deny admission or show preference to any individual or group of individuals. LMS will recruit, register, and admit students without regard to race, creed, gender, national origin, ancestry, disability or need for Special Education services. In accordance with Section 59-40-50 of the South Carolina Code of Laws, Title 59, Chapter 40, LMS will admit all students eligible to attend first through twelfth grades residing in South Carolina, subject to space limitations.