

Minutes
East Cooper Montessori Charter School
Thursday, September 17, 2015
5:30 PM
Executive Session 5:00PM – 5:30 PM
[Minutes Approved Oct 15, 2015 by board]

Note review of contracts and personnel matters were discussed in Executive Session.

I. Administrative

A. Meeting was called to order at 6:03 pm

B. Board Members Roll Call:

LaDene Conroy - n/a

Dana Wine Johnson - Present

Josh Caplea - Present

Angeline Leonard - n/a

Nancy Chilton - Present

Deanna Cunnane - n/a

Dale Sutcliffe - Present

C. Non-Voting Members:

Jody Swanigan, Principal - Present

Emilee Elingburg, Teacher - Present

Others Attending: Joel Sandstrom, Director of Finance - Present

D. Mission Statement: Provide a rigorous Montessori education guiding the children toward academic excellence, lifelong learning, and stewardship of the greater community.

E. Freedom of Information Compliance:

F. Approval of Last Meeting Minutes - Minutes incomplete from last board meeting will be reviewed & approved at the Oct board meeting

G. Public Comment:

II. Updates/New Business

A. Financial update / Budget Joel

Budget will be reviewed quarterly by the board

BB&T updates

1. Signature card transferred from Kim Durst to Josh Capelea
2. Transfer balance of BB&T and cap. reserve to operational account
3. Distribute South State account balance to 1st Reliance & South Coast accounts for higher rates of return & to reduce reconciliations.
Consolidate money marketing accounts from three to two.
4. Grant online access (view only) for all bank accounts to Nancy Chilton to perform monthly reviews.

B. Calendar Verification Josh

C. 250 Ponsbury Update Josh

Discussed previous offers on old building with mortgage payoff amounts

D. Ribbon Cutting Jody

E. Update on New Campus Jody

Readjust phones

Rehang some smart boards

Hang TV sign in front foyer

Physically things are good

New staff adjusting well.

Teachers Love new building

Working out carpool issues

Dana, Jody & Dale to work on carpool initiative:

create pamphlet to pass out to neighborhood residents

community meeting with MP police & Jody to introduce the school,

how a student applies for enrollment, review of the carpool & student pickup process.

III. Presentation/Discussion Items –

A. Administration, Board and HR Deanna/Josh

Strategic Plan to be reviewed, updated and responsibilities assigned in

November.

B. Community Relations Dale/Angeline

C. Development Angeline/Dana

D. Educational Program LaDene/Dale

E. Diversity Dana/LaDene

F. Facilities Josh/Nancy

G. Financial Nancy/Deanna

IV. Action Items (voting)

A. August 26 meeting minutes - Minutes incomplete from last board meeting will be reviewed & approved at the Oct board meeting

B. Approval of Budget & BB&T updates

Motion to Approve: Nancy

2nd Motion: Dana

Votes to Approve: Unanimous

C. Approval of 5 Real-Estate Action Items from email dated September 3, 2015

Motion to Approve: Dana

2nd Motion: Nancy

Votes to Approve: Unanimous

D. Banking updates for Board Turnover and Ponsbury Expenses

Motion to Approve: Nancy

2nd Motion: Josh

Votes to Approve: Unanimous

E. Employee Contracts

Lughton Gooding - full-time teacher assistant

Rosand Whibley - part-time afternoon office assistance

Motion to Approve: Nancy
2nd Motion: Josh
Votes to Approve: Unanimous

V. Adjournment

Adjournment at 8:29 pm
Next Board Meeting: October 15, 2015

Your Governing Board

The governing board recognizes that public support and open lines of communication are the keys to our school's success.

We encourage you to become involved in our school, to be informed about issues that affect students, parents, and our staff, to inform board members about your concerns, and to attend board meetings.

The responsibility of the Governing Board of East Cooper Montessori Charter School is to ensure excellence in the governance of a quality educational program by supporting the school's mission and charter, analyzing needs, establishing policies, allocating resources, and monitoring progress.

Board Meetings

Regular meetings of the Governing Board are held the third Thursday of each month, beginning at 6:00 pm at East Cooper Montessori Charter School. Special-called meetings are scheduled as needed.

Citizen Participation

Anyone wishing to speak to the Board must register in person the night of the regular meeting. The opportunity to address the Board at each regular Board Meeting is 20 minutes at the beginning of the meeting.

- Each speaker has three minutes.
- Speakers may not ask questions of board members.
- Board members may not engage speakers in discussion.
- Disruptive behavior is not permitted.
- Personal attacks aimed at students or staff are not permitted.
- Scurrilous, obscene, or recklessly defamatory language aimed at any board member is not permitted.

The board will follow up on all matters presented by speakers.