

**Meeting Minutes**  
**East Cooper Montessori Charter School**

**Wednesday, January 19, 2022**

**Executive 5:00 pm    Open Meeting 5:30 pm**

**Join Zoom Meeting**

<https://charleston.zoom.us/j/85032515584>

**Meeting ID: 850 3251 5584**

**Passcode: 187074**

**Executive Session:**

**I. Administrative -**

**A. Meeting was called to order at 5:35pm**

**B. Board Members Roll Call:**

Abby Kazley- Year 1 of 2 -Chair Present  
Kristen Rising - Year 1 of 2 -Secretary Present  
DJ Barnhill - Year 1 of 2 Treasurer Present  
Denise Runza - Year 1 of 2 Present  
Abe Gutting- Year 2 of 2 Present  
Merissa Elisei- Year 2 of 2 Present  
Deidre Ostrander- Year 1 of 2 Present

**C. Ex-Officio Members:**

Jody Swanigan, Principal Present  
Billy Koll, Financial Director Present  
Brooke Johnson, Teacher Member 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:** In Compliance

**G. Public Comment:** NA

**II. Presentation/Discussion Items:**

**A. Financial/Development**

a. Financial Dashboard:

Billy reviewed in detail. It's also in the Google Drive January storage location. Current headcount is 404 students. Cash balance is \$3.383M

b. ESSER 2 & 3 Planning:

No claims against ESSR 2 yet. Expenses are middle school furniture, technology (replacements) and facilities. Upcoming assessments and AC replacements to improve air quality  
ESSR 3 confirmed to be \$1.38M. Funding date is TBD and spend-by date is to be confirmed.  
ESSR committee was formed and will begin budget planning the week of 1/24/22 for ESSR 3.

Future rollover coming for  $\frac{2}{3}$  of staff laptops. Need to stay within CCSD recommended devices in order to receive “help desk” support.

c. Budget update:

Adjustments made per end of year and early this year actuals. January is \$43,882 positive. EFA/grant funding has increased. ISEA ARP one-time grant

d. Annual Fund

97% toward a goal of \$70,000. At time of meeting the total is \$68,183. First time funding has been this close to goal prior to the auction! 70% of the board donated. 100% of staff. 28% of families  
Share where the annual fund money is going... i.e. cultural competencies, etc.

e. Auction Planning

Date set for March 25. Plan for in person/online/hybrid. Want to ensure we have the children incorporated into part of the auction similar to 2021.

Diedre will begin to look at locations. Oyster Point amenity center was suggested by Merissa and Kristen (residents of the neighborhood). This will be a board effort to bring the event together.

Entertainment needs to be planned.

f. Other fundraising topics

Color run was suggested by Merissa. She is going to investigate what is required to hold this event. Will report back to the board in the next meeting.

Jody said a 5K would be a good future event.

More to be potentially considered after the driveway is completed prior to 2022/2023 school year

g. 20th Anniversary Celebration

Denise volunteered to lead planning for this event.

h. Teacher Appreciation Week 2022

Denise volunteered to lead planning for this event. 1st week of May 2022.

**B. Educational Program:**

a. COVID Quarantining

7 changes to the process since December 31, 2021. It has been very overwhelming to keep track of test results (day 1 vs 5), and contact tracing is becoming extremely difficult. Different criteria for vaccinated vs unvaccinated students. Vaccinated students require no quarantine.

**C. Administration/HR**

a. New Hires

New theater teacher, Sharon Cruse.

Open positive: after school \$20/hr

b. Covid Care of Teachers

Reviewed some of the data from a survey Jody sent to the teachers. We need to determine ways to bring joy back to the environment.

c. Masks at ECMCS

CCSD Mask mandate extended through March.

Charter schools have the option to comply with the mask mandate. This was discussed during the meeting and a vote was taken to revisit the topic in February.

- d. Mental Health  
Additional resources coming on this.

#### **D. Community & Public Relations**

- a. Recognitions and awards - Blue Ribbon School - need a board lead on this project  
Abe has volunteered to research what this certification requires.

#### **E. Facilities:**

- a. First driveway meeting review  
Plans to begin work during spring break week while the children are away from school. This project will most likely continue through summer and reach completion prior to school starting in August.  
Billy to upload a picture of the plans to Google Drive. One third of the field will be utilized to create the driveway.
- b. Air quality initiative  
HVAC units
- c. Shade installation  
Completed
- d. Playground  
Meeting held on Jan 14. The rear of the playground will not be changed at this point. More to come on this topic.

#### **Action Items:**

November meeting minutes: Denise motioned, Abe 2nd. Approved  
Masks: Continue to follow CCSD mask mandate and revisit in February. Merissa motioned, Deidre 2nd. Approved  
Employee contract: Sharon Cruse as the new theatre teacher. Denise motioned, Abe 2nd. Approved  
Adjusted Budget: Abe motioned, DJ 2nd. Approved.

Meeting adjourned at: 7:30pm

### **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 second Thursday of each month, beginning at 5:30 pm at East Cooper Montessori Charter School or on Zoom. 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.**