

**Meeting Agenda**  
**East Cooper Montessori Charter School**

**Wednesday, May 25, 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: 5:49pm**

**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  
Cash balance \$3.4M, liabilities \$870K, \$2.638M equity

Student enrollment: Primary 44, LE 170, UE 93, MS 91 Total 398

Link to Dashboard on Google Drive

YTD net loss \$95,623. This will balance out in July with June/July payroll.

Fiscal year is July 1-June 30

- b. ESSER 2 & 3 Planning/Committee Update - Abby  
HVAC costs are increasing again. ESSR 2 budgeted funds can fulfill replacement for 20 units at \$495K. These will be replaced on priority, with each classroom having at least one new unit.
- c. Budget Reading - Billy  
Positive \$104K... Staff salary increases by 5%,  
Reduction of LE lead teacher, Spanish reduce 1.0 to 0.5 FTE, Reading interventionist increase from 0.5 to 1.0FTE
- d. Annual Fund/Read-a-Thon/Dance/Movie Night - Jody  
Annual Fund: \$74,922  
Read-a-Thon: \$11,900  
Dances: \$1,339  
Movie Nights: \$5,825.67  
Book Fair: \$3,000 + \$500 in books  
Auction: \$37,957
- e. Auction Planning - Deirdre  
Tentative Auction date for 2023: March 31, 2023

#### B. Educational Program:

- a. Principal Presentation  
Projected Events for Next School Year  
Annual Fund (\$75K), Fall field day, 2 movie nights, Color Run (Merissa to lead), Spring Auction, 20th year planning party  
Discussions around fundraising/events for 20th year. Which events are just social, versus which are meant to be fundraisers. Development committee to reconvene to discuss.

Social emotional learning, sense of belonging discussed for students and teachers. Improvements have been put in place to improve these measures.

Students: Majors for MS, school store/business, student council, COAST/Bees

Teachers: Team planning time/social outings, leadership team, appreciation events, mentoring

#### C. Administration/HR

- a. New Hires - Jody  
Laura Zaffore: 0.5FTE Spanish  
Rebecca Hyatt: Sub + Afterschool Coordinator (primary Montessori certified)  
Hailey Schmidt: Upper El TA  
Tyra Simmons: LE TA
- b. Jody Contract  
NA
- c. COVID Update  
45 cases in the last 9 days... One LE classroom closed down for 5 days.

#### D. Community & Public Relations

- a. Recognitions and awards - Blue Ribbon School - Abe  
Need the Board to follow through with this. Jody is very interested. Abe to pass along information collected.

#### E. Facilities:

- a. Driveway Billy/Jody  
Awaiting permit to begin. Will ensure we have a functional carpool loop prior to start of school.
- b. Air quality initiative - Billy  
Moving forward to replace 22 HVAC units.
- c. Playground - Billy/Jody  
Equipment to drop ship any day to arrive at ECMCS.
- d. New Building - Jody  
Jody shared the designs of the 2 layouts for the new multi-purpose building. Typical school enrollment is 400-410 students; the new multipurpose building would shift the theater and music rooms to the new building which would allow for growth to reach 475 capacity.

#### Action Items:

##### Contracts/Hires

Laura Zaffore: 0.5FTE Spanish- Approved

Rebecca Hyatt: Sub + Afterschool Coordinator (primary Montessori certified)- Approved

Hailey Schmidt: Upper El TA- Approved

Tyra Simmons: LE TA- Approved

3rd Reading Budget Approval: reallocation from technology to facilities to support the ESSR 2 spend for \$425K to accommodate 22 HVAC unit replacement- Approved

Audit Engagement Letter for Elliot- Approved

Meeting adjourned at: 7:50pm

### **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.**