

Meeting Agenda
East Cooper Montessori Charter School

Wednesday, March 15, 2023

Executive 5:00 pm Open Meeting 5:30 pm
Join Zoom Meeting

<https://charleston.zoom.us/j/83941659159>

Meeting ID: 839 4165 9159

Passcode: 322817

Executive Session:

I. Administrative -

A. Meeting was called to order at 5:44 PM

B. Board Members Roll Call:

Abby Kazley- Year 2 of 2 -Chair Present
Kristen Rising - Year 2 of 2-Secretary Present
DJ Barnhill - Year 2 of 2 Treasurer Not Present
Denise Runza - Year 2 of 2 Present
Chris Hagy- Year 1 of 2 Present
Anne-Merle Bryant- Year 1 of 2 Not Present
Deidre Ostrander- Year 2 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. Dashboard
 - i. On Google Drive, in a very healthy position going into the next year
- b. 2023-2024 Budget -
 - i. First pass presented in Feb.
 - ii. Second reading modifications: Specials teacher, 5 UE teachers, 4 UE assistants, and 1 FTE additional MS Assistant, Audit increase. Results: \$191K Positive
- c. ESSER updates
 - i. Billy presented current status
- d. Development for the year
 - i. YTD \$68.937, doesn't include monthly donations... on track, ideally would like to close gap prior to Spring Break to target color/fun run and auction giving

- ii. Birthday party
 - 1. Denise presented plans continuing with timeline. Brick planning giving opportunities
 - 2. Plans for architects to present classroom expansion and gymnasium project during 20th celebration
- e. Auditor proposal
 - i. Additional single audit required based on \$750K or more spent in federal funds
- f. Prepare for an increase
 - i. Upcoming salary potential increases would impact next year's budget

B. Educational Program:

- a. Principal Presentation
- b. DBM change after school coordinator position

C. Administration/HR

- a. Open Positions- NA

D. Community & Public Relations

- a. PTN
 - i. Cailin Kilbride elected chair of PTN. She presented the committees for PTN, and their meeting schedule of 3rd Thursday of each month.
- b. Board/parent committees
 - i. In process of creating the structure for the PTN board meetings.
 - ii. Committee coordinators/leaders all assigned except volunteer coordinator
- c. Strategic Planning Committee Assignments
 - i. Academic Achievement
 - ii. Organizational Viability
 - iii. Social and Emotional Learning
 - 1. EL discussion at CCSD board level
 - iv. Adherence to Montessori and Charter Principles
- d. Safety updates - Camera Review

E. Facilities:

- a. Gym
 - i. Studio Architects and Cumming (PM team) presented for an hour on a proposed plan for classroom expansion and gymnasium.
- b. Windows
 - i. Grand Hall: Quote \$14,700
- c. Basketball goals: completed

Action Items:

Votes:

February 2023 Meeting Minutes - Approved
 DBM Change for after school coordinator position - Approved
 Copier Contract (July implementation) - Richo - Approved
 Budget Approval/Teacher Contracts - Approved
 Audit Contract - Approved

Meeting adjourned at: 7:45pm

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.