

Meeting Minutes
East Cooper Montessori Charter School
Wednesday, October 18, 2017 at 6:00 PM
Executive Session 5:30 PM – 6:00 PM

Executive Session:

I. Administrative - HR Committee to streamline exit interview process for this year. New format to be used in all exit interviews moving forward.

A. Meeting was called to order at 6:04pm

B. Board Members Roll Call:

Becky Connelly

Jennifer Gresham

Sharon Massar

Kyle Murrell

Kim Durst

absent: Claudia Seeger

C. Ex-Officio Members:

Jody Swanigan, Principal

Billy Koll, Financial Director

Mackenzie Peterson, Teacher Member

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: Yes

F. Approval of Last Meeting Minutes: Yes

G. Public Comment: No

II. Updates/New Business -

A. Financials:

- Monthly: Dashboard Attached.
- Annual Fund Budget: Media Center will cost around 20/25K. Annual Fund letter to go out to parents. BOD discussed Donors Choose and other requests for funding.

B. Principal Report: Attached.

C. Review Fall MAP Results: ECMCS has met with Dr. Legare from school district to extract subsets of test scores in order to provide a more accurate read on students. As a whole the MAP test is showing ECMCS students as successful but the MAP scores aren't showing growth.

D. Principal Evaluation - "PDEPP" "Program for Assisting, Developing and Evaluating Principal Performance" is evaluation process through Charleston County School District. Terry Nichols from CCSD is performing our principal evaluation. Next Step: Timeline of goals: Jody to provide her professional goals.

E. Review committee assignments with new members:

F. Review board member compliance for new members: All but "Conflict of Interest Agreement" have been completed. Jody to provide copies to Kim and Kyle for completion.

III. Presentation/Discussion Items -

A. Administration/HR: Jennifer Gresham/Becky Connelly

- Monthly Meeting
- new business: exit interview process

B. Community & Public Relations: Kim Durst/Claudia Seeger

C. Development: Becky Connelly/Sharon Massar

- Combined Development and Community/PR will meet monthly.
- Initial development letter is being drafted by Karla Leahy.
- World Fair - Date: November 11th, 2017 - Around the world theme. Expecting 14K in revenue.
- Spring Auction - Date: March 23, 2018. Tom Crawford confirmed as auctioneer. Venue to be North Charleston Fire Museum
- Still working on Annual Fund Assignments. Current 2017 items to note: New media wall and furniture for Media Center.

D. Educational Program: Claudia Seeger/Jennifer Gresham: Julia Volkman to speak October 23rd.

E. Diversity and Enrollment: **Community Member**/Kyle Murrell

- New School Choice: For 2018 /2019 school year, applications for ECMCS will be available and enrollment determined through CCSD website. This will relieve office of lottery administration.
- Committee to broadcast this change in enrollment procedures to public.

F. Facilities: Kyle Murrell/Kim Durst

- First Clean Up: Work day on 10/28 - Outside cleanup to include setting benches, planting /replanting trees, etc. Committee sending letter out, requesting volunteers and supplies.

G. Financial: Sharon Massar/**Community member**

- Transition of Financial Director

IV. Action Items (voting) - I make the motion approve Kim Durst seconds for Jane Ronan - for Emilee's assistant)

A. Motion by Becky to approve the August Meeting Minutes. Sharon seconded the motion. Motion carried unanimously. Teacher Contract/Agreement: None at this time

B. Motion by Becky to approve teacher contract Jane Ronan, teacher assistant for Ms. Emilee. Motion carried unanimously.

C. Naming Opportunity - BOD does not votes on this. Possible naming opportunities: New Media Center, Grand Hall, Courtyard, Sculpture.

Meeting adjourned at 8:10pm

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.