

**Board Meeting Minutes**  
**East Cooper Montessori Charter School**  
**Thursday, April 21, 2016**  
**6:00 PM**

**Executive Session 5:30PM – 6:00 PM**

Note: review of realtor contract, legal, contracts and personnel matters were discussed in Executive Session.

Administrative

Meeting was called to order at 6:35 PM

Board Members Roll Call:

- Camille Martin-Jones - A
- Dana Wine Johnson - P
- Josh Caplea - P
- Angeline Leonard - P

Nancy Chilton - P Deanna Cunnane - P Dale Sutcliffe - P
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Non-Voting Members:

Jody Swanigan, Principal - P      Emilee Elingburg, Teacher - A

**Others Attending:** Joel Sandstrom, Director of Finance

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

Freedom of Information Compliance: Yes

Approval of Last Meeting Minutes: Yes

Public Comment: None

Updates/New Business

Financial update Joel

Presented current operating revenue & expense, balance sheet & income from state. Current student count 310.

Update of Renovations and CCSD Jody

Renovations of the vacant hall will be taking place and the adolescent classes will move to those rooms.

The security vestibule will be created. Fences between the disconnected buildings will be installed. Some carpeting will be installed.

Primary Funding and Lottery status Jody

One new primary classes will be added. Acceptance letters to parents of prospective students have gone out.

Surveys Dale

Board discussed the alumni survey and Dale will be discussing with Lara on how/when the survey can go out. Collecting the email addresses may take a while.

Mid-year survey data will be disseminated to parents & staff prior to the state of the school presentation.

Dana will provide teacher survey & Dale parent survey. Each committee will provide end of year summaries. Josh will collect summaries & compile. Board will help at the state of the school night.

New Staffing additions Joel

Presentation/Discussion Items –

A. Administration, Board and HR

Deanna/Josh
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B. Community Relations	Dale/Angeline		
C. Development	Angeline/Dana		
D. Educational Program	Camille/Dale		
E. Diversity	Dana/Camille		
F. Facilities	Josh/Nancy		
G. Financial	Nancy/Deanna		

Action Items (voting)

February 18 meeting minutes - Motion to approve by Deanna 2nd by Dana - Unanimous approval

March 17 meeting minutes - Motion to approve Josh - 2nd by Deanna - Unanimous approval

250 Ponsbury

To authorize Richard Hricik to address the real estate broker contract as discussed in executive session - Motion by Dana & 2nd by Deanna. - Unanimous approval

D. Motion to approve new employee contracts as discussed in executive by Josh & 2nd by Dana - unanimous approval

(reference email date, subject line & sender)

Adjournment

**Adjournment at 8:30 pm**

**Next Board Meeting: May 19, 2016**

## **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**