

Moore Montessori Community School
Board Meeting Minutes
August 10, 2020

Via Zoom Conference Meeting
Southern Pines, NC 28387

In attendance: Katie Rucker, Ben Greene, Ronda Hawkins, Paul Murphy, and Dave Kilarski, Rocky Rhodes

1. Call to Order and Reading of School's Mission by Ben at 6:02pm.
2. Public Comment: No public in attendance and no public comments.
3. Meeting Business
 - A. Approval of Minutes from July 15 and July 31. Ben suggested the time needed to be updated to 3:30-3:35 for the closed session on July 31. Taylor moved to approve with suggested time updated from Ben.
 - B. Review of Financials. State budget increased which is reflected in the updated budget and a positive change. The insurance number reflects the total for the year for the bus insurance.
 - C. General School Updates: Katie reviewed the back to school plan for next week. Today was the first day of teachers being back at school, preparing for Opening Day August 17th. There is an online Zoom meeting for families this evening to discuss preparing for our return to school. Ben had a question and comment about outdoor learning. Ronda asked about tents. Katie confirmed that the teachers who are going to be teaching outside are preparing for teaching in inclement weather. Paul asked about our plan to move to virtual learning if there is a Covid "outbreak" and Moore County Schools opts to go 100% virtual and our plans to adhere to Montessori curriculum. Katie discussed the lesson planning within our school and with our national montessori partner on how we will proceed virtually and with Montessori learning. Debra asked about materials being available at home, Katie responded that we are working to make sure more materials are available to our students who will be learning from home.
4. Closed Session

Debra moved to go into closed session to discuss future school property, David seconded. With no discussion, all voted in favor and the motion carried. The board entered the closed session at 6:18pm.

The board returned to open session at 6:32pm.

Paul moved to adjourn the meeting, Taylor seconded and with no further discussion the meeting ended at 6:33p,.

Moore Montessori Community School
Board Meeting Minutes
September 14, 2020
5:00 PM

Via Zoom Conference Meeting
Southern Pines, NC 28387

In attendance: Katie Rucker, Ben Greene, Ronda Hawkins, Paul Murphy, Dave Kilarski, Rocky Rhodes, Debra Gray and Taylor Clement

1. Call to order and mission read by Ben at 5:02.

2. Public Comment- No Public in attendance.

3. Meeting Business

A. Approval of Minutes. Ronda moved to approve the minutes from September's board meeting as presented, Rocky seconded and without further discussion the motion carried.

B. Financial Update. Katie and Rocky reviewed the financial update as included in the board materials.

C. General School Updates. Katie provided a general school update.

D. Policy Review: MMCS Staff Criminal Background Check Policy, Criminal Background check for MMCS Volunteers, Nepotism Policy, Conflict of Interest were presented by Ronda. The policies do not require any changes at this time.

4. Closed Session: Paul moved to go into closed session to discuss employee contracts and school facility, Ronda seconded and with no further discussion the motion carried. The board moved into closed session at 5:35pm.

The board returned to open session at 6:21

Dave made a motion to approve the contract for De'Amber Smith as a teacher assistant, Rocky seconded and with no further discussion, all voted in favor and the contract was approved.

5. Taylor moved to adjourn the meeting, Ronda seconded and with no further discussion the motion carried. Meeting adjourned at 6:24.

Moore Montessori Community School
Emergency Board Meeting Minutes
October 2, 2020
12:00 pm

Via Zoom Conference Meeting
Southern Pines, NC 28387

In attendance: Ben Green, Katherine Rucker, Ronda Hawkins, Rocky Rhodes, Taylor Clement, Paul Murphy

Absent: Debra Gray, Dave Kilarski

1. Call to order and mission read by Ben at 12:04pm.

2. Closed session

Rocky voted to enter closed session to discuss a legal contract for the purchase of real estate as allowed per section 143-318.11(5), Taylor seconded and without further discussion, all voted in favor.

Board moved into closed session at 12:06pm.

CLOSED SESSION

Return to Open Session at 12:21pm.

3. Adjourn: Paul moved to adjourn the meeting, Rocky seconded and all voted in favor.
Meeting ended at 12:22pm.

Moore Montessori Community School
Board Meeting Minutes
September 14, 2020
5:00 PM

Via Zoom Conference Meeting
Southern Pines, NC 28387

1. Call to order and mission read by Ben at 5:02.

2. Public Comment- None Present

3. Meeting Business

A. Approval of Minutes. ___ moved to approve the minutes from September's board meeting as presented, ___ seconded and without further discussion the motion carried.

B. Financial Update. Katie and Rocky reviewed the financial update as included in the board materials.

C. General School Updates. Katie provided a general school update.

D. Policy Review: MMCS Staff Criminal Background Check Policy, Criminal Background check for MMCS Volunteers, Nepotism Policy, Conflict of Interest were presented by Ronda. The policies do not require any changes at this time.

4. Paul moved to go into closed session to discuss employee contracts and school facility, Ronda seconded and with no further discussion the motion carried. The board moved into closed session at 5:35pm.

CLOSED SESSION

The board returned to open session at 6:21

Dave made a motion to approve the contract for De'Amber Smith as a teacher assistant, Rocky seconded and with no further discussion, all voted in favor and the contract was approved.

5. Taylor moved to adjourn the meeting, Ronda seconded and with no further discussion the motion carried. Meeting adjourned at 6:24.

Moore Montessori Community School Board Meeting
October 12, 2020

1. Ben opened meeting at 4:04 pm.
2. Katie provided school updates, school surveys went out to check in with families regarding distance learning and back to school satisfaction. Paul moved, Debra seconded to stay in Plan B until at least January 15th when we can evaluate covid testing rates and back to school risk. No discussion, all in favor motion carries.
3. General school updates: doing well in plan B. A few families have transitioned back to in-school learning where they were challenged to engage in virtual program. The purchase offer was submitted October 2nd per our attorney's recommendation.
4. Closed session to discuss employment contacts, Taylor moved, Dave seconded. Board returned to open session at 4:28.
5. Debra moved to approve the contact with Porsche Hollis, Paul seconded. Motion carried unanimously.
6. Taylor moved to adjourn, Ronda seconded and all voted in favor carrying the motion.

Meeting ended at 4:29pm.

Moore Montessori Community School
Board Meeting Minutes
November 9, 2020
6:00 PM

Via Zoom Conference Meeting
Southern Pines, NC 28387

In attendance: Katie Rucker, Ben Greene, Ronda Hawkins, Paul Murphy, Dave Kilarski, Rocky Rhodes and Debra Gray

1. Call to Order at 6:01, School's Mission read by Ben.

2. Public Comment: none in attendance.

3. Meeting Business (30 minutes, Ben, Katie & Ronda)

A. Approval of Minutes 10/12: Discussion on Lottery Policy and vote to approve changes were missing and approval of minutes should wait until those items have been included. Plan to approve Sept, Oct and Nov minutes at the December board meeting.

B. Governance: Board Member Term Renewal for Taylor Clement
Ben presented that Taylor's term is set to end on Dec 1, 2020. Ben moved to renew the term for another three years, Ronda seconded. Taylor agreed to serve if approved and all voted in favor. Motion carried unanimously.

C. Financial Update presented by Katie as attached in the board materials and draft audit.

Ben asked Katie to clarify the CRF notation which is "Covid Relief Funds" and about our balance in excess of FDIC limits which Rocky and Taylor both confirmed should not be an issue based on our current bank and balance.

D. Policy Review provided by Ronda:

Third Party Agreements with Family Organizations policy indicates that the Family Teacher Organization reports to Katie and keeps her updated on activities; no changes needed.

Update on the Board Residency Policy; 50% of our board members must be NC residents, no changes needed to the policy.

Admission and Lottery Policy changes as reviewed during the October Meeting. Page 3, paragraph 5 was updated to change "first child" to "youngest" and "school" to "MMCS" as board approved in February. Taylor moved to

approve the Policy as corrected, Rocky seconded and all votes in favor.
Motion carried unanimously.

E. Proposed Garden 2020/21 Contract presented by Katie. Dates updated to 2021-2022, language reflects new dates, and an increase in monthly tuition to provide additional scholarship funds. Contract is for 1 year due to the uncertainty in our future location. Dave moved to approve the changes as presented, Taylor seconded and motion carried unanimously.

F. General School Updates presented by Katie.

Math scores based on national tests are up from Sept. Reading results have been steady. Testing does not include all virtual students so we will need to do those when they return.

There have been three Covid related quarantines; affected children transitioned to virtual learning seamlessly and are all back to Plan B, in-school learning, now. Our next step is to decide which indicators to follow when deciding when to return to full in-school classes. We are following CDC and Moore County Health Dept guidelines. We have two staff members going on maternity leave in early 2021. Lead guide but her assistant is also montessori trained so she will shift to lead position and will need an assist. Learning from home assistant; position may not need to be filled based on how many people return to in-school learning in Jan.

Equity committee is going strong.

4. Closed Session on Facility: Rocky moved to enter closed session to discuss school facilities, Ronda seconded and all voted in favor.

Board entered closed session at 6:30pm
Board returned to open session at 6:42pm.

Last comments- The next board meeting should be moved to December 15th at 6pm

5. Adjourn. Taylor moved that we adjourned, Ronda seconded. All voted in favor and the motion carried. Meeting Adjourned at 6:45pm.

Moore Montessori Community School
Board Meeting Minutes
December 15, 2020
6:00 PM

Via Zoom Conference Meeting
Southern Pines, NC 28387

In attendance: Katie Rucker, Ben Greene, Rocky Rhodes, Debra Gray, Paul Murphy, Taylor Clement, Ronda Hawkins and David Kilarski.

1, Call to order at 6:02 and the school's mission read by Ben.

2. Public Comment: No public in attendance

3. Meeting Business

- A. Approval of minutes from September 14th, October 2nd, October 12th, November 9th and December 9th- Ronda mentioned a mistake in spelling from Sept. Ronda moved to approve with minor changes noted, Paul seconded. Motion carried unanimously.

Update to today's agenda, add a closed session to discuss facilities and

- B. Financial review presented by Katie.
- C. CARES Federal, State and Local Funding. Update provided by Katie regarding use of additional Cares funding for online learning resources. We are receiving additional masks, temperature check kiosks and funds from the county level to help relieve Covid related expenses as well. Ben asked to discuss salary for additional virtual learning employee.
- D. Action on Technology Purchase
- E. Return to School and COVID Update. The survey from families has been completed, there was minimal shift from virtual to in-person learning, we also received a lot of positive feedback for family's comfort in Plan B. We have had a couple classes transition to virtual learning due to Covid exposure and the related staff absences. In January we will have more information regarding the NC infection rate and how to proceed with in-person learning and Governor Cooper instructions. Our concern with Plan A is how to manage lunch with the limited space

- F. Action on CSADM amendment. Katie reviewed the letter to DPI regarding student enrollment numbers. If we are moving into a larger campus, we want to make sure that we can take on additional students; Dave moved to approve the letter as presented and Taylor seconded. Without further discussion the motion carried unanimously.
- G. Action on Beginning Teacher Support Plan Beginning teacher support program. As a charter, we are required to update our Teacher Support Program. Ben added a couple grammatical and spelling errors which Katie corrected. Taylor moved and Debra seconded the approval of the form as corrected, all voted in favor and motion carried unanimously.
- H. General Updates: Additional staffing due to two maternity needs. Lottery will run Jan 1-31st and will be managing the purchase of the Old SPES. We will be managing the lottery mid Feb. Katie is going to look into software or a professional to manage lottery due to covid. Dave asked about the families who already attended sessions and marketing to incoming families. Taylor asked about reaching out to lower income families; Katie confirmed that we are still reaching out to community organizations which may give us better exposure to those families. Debra confirmed a few organizations which may help those efforts.

4. Closed session to discuss employee contract and facility updates - Ronda moved and Rocky seconded. Without further discussion, the motion carried unanimously.

Board entered Closed session at 6:34.

Board returned to open session at 6:58

Approval of contract for Katie Gates; motion made by Rocky, second by Dave. Motion carried unanimously.

5. Additional Comments from the board. Katie added an update on the staff holiday party and acknowledgement of the hard work that has gone to be where we are in a negotiation for a new MMCS campus.

6. Adjourn, Ronda moved, Taylor seconded. Motion carried unanimously and the meeting was adjourned at 7:02pm.

Moore Montessori Community School
Board Meeting Minutes
January 12, 2021
4:00 PM

Via Zoom Conference Meeting
Southern Pines, NC 28387

In attendance: Katie Rucker, Ben Greene, Rocky Rhodes, Debra Gray, Paul Murphy, Taylor Clement, Ronda Hawkins and David Kilarski.

1. Call to Order at 4:01 PM, Reading of School's Mission by Ben.

2. Public Comment, none present

3. Meeting Business

A. Approval of Minutes December 15, Dave motioned to approve with noted changes, Debra seconded.

B. Board Policy Review: School Calendar, Length of School Day

C. Financial Update

D. Return to School Plan, COVID update presented by Katie.

Teachers have been moved up the priority list for vaccines and we hope that we start becoming available to our teachers in mid-February. Moore County is still in the critical "Red" state for Covid cases and our biggest issue is how to provide personal space for children to eat outside since masks cannot be worn while eating. Katie's recommendation is to stay in Plan B until we are able to set up tents and plan for outdoor lunch where children can be adequately spaced. Paul moved to stay in Plan B until March 1st and the board can readdress the lunch issue during the Feb board meeting. Debra seconded and all voted in favor carrying the motion.

E. General School Updates

Katie provided an update on the lottery registration entries; there are a lot of siblings on that list. Registration will stay open until the last day of January and the lottery will be run Feb 5th. Taylor will review registrations for errors or duplicates and then she and Katie will run the lottery with a non-interested third party.

4. Closed Session:for purposes of Real Estate per 143-318.115

Ronda moved to enter closed session, Taylor seconded and all voted in favor carrying the motion.

4:25pm the board entered the closed session.

4:47 PM returned to the open session.

Comments or Questions from the board.

Ben thanked the board members who have been instrumental in the negotiations and acquisition of the old SPES campus. Paul asked about the doors and locks, Katie said all of that information is in Exhibit B of the contract.

5. Adjourn; Ronda, Paul. 4:51 pm

MMCS Board Meeting Minutes

In attendance: Katie Rucker, Dave Kilarski, Ben Greene, Paul Murphy, Ronda Hawkins, Rocky Rhodes and Taylor Clement

Meeting via Zoom Conference.

1. Call to Order, Reading of School's Mission by Ben.

2. Public Comment - None present.

3. Meeting Business

A. Approval of Minutes January 12. Ronda moved to approve the minutes from January's meeting, Paul seconded and all voted in favor.

B. Board Policy Review: Audit Policy

Ronda reviewed the policy as it is and we discussed dropping section D from audit policy. Paul moved to remove that section as presented and Rocky seconded and all voted in favor.

C. Financial Update, *to come*

D. Return to School Plan, COVID update

Discussion on return to school survey. Challenge in B is that we risk all going virtual for two weeks if there is a positive. We will ask for stakeholder input and then evaluate as a board.

Ben asked if we could have a number for returned vs. total surveys set out to see how interested families are in adding their input. Paul asked how our virtual classrooms are going. Katie indicated it is going great but very dependent on having a full time adult at home to assist. Taylor and Ronda suggested that we be very clear about the change to plan A means there is no more distancing at school and plan B.

E. General School Updates

Lottery was run smoothly and successfully last friday. We opened 40 new seats for Kindergarten. We are working to recruit new teachers which are hard to come by as they closed most Montessori training facilities in the fall. We are also working to get one of our current teachers montessori trained as well over the next couple summers.

F. Fundraising Updates, *Taylor & Katie*

Initial meetings are going well but a challenge to transition into donation in that first meeting. Focus in educating people about our school, our mission and building those relationships.

G. Building & Due Diligence Updates, *Katie & Rocky*

We need a budget and cost to get a solid number on a loan. The bank and appraisal team will want details on how we intend to spend the money in excess of purchase price. Then we'll get the appraisal done and terms. Hopefully we can work on an interest only plan potentially for the rest of 2021.

Katie is meeting with Birath this Wednesday to tour the campus with builders and will ask for a Plan 1 and we can price out the budget and work plan.

H. Community Partnership Updates, *Ronda*

We all need to talk with local orgs who may be interested in rental of the space; education, continuing ed, after school programs, etc

4. End of Meeting. Ronda moved to adjourn. Rocky second. all voted in favor

Next Meeting: 6pm on next Tuesday 16th - Special meeting to review survey results and next year's calendar.

MMCS Special Meeting Minutes

In attendance: Katie Rucker, Ben Greene, Ronda Hawkins, Dave Kilarski, Rocky Rhodes and Taylor Clement

Meeting via Zoom Conference.

1. Call to Order, Reading of School's Mission by Ben at 6:01.
2. Public Comment - None present.
3. Meeting Business
 - A. Review the school calendar for 2021/22. Katie noted that Spring Break seems early but it lines up with MCS. Taylor voted to approve the calendar as presented, Rocky seconded and all voted in favor.
 - B. Discussion of return to school survey results. The board discussed the differences in teacher and parent results and dates to return. Ronda moved to approve the return to school after Spring Break, Dave seconded. Taylor added comments in favor of returning sooner. The board voted 4-1 and the motion passed.
4. End of Meeting. Ronda moved to adjourn. Rocky second. All voted in favor and the meeting ended at 6:42.

MMCS Meeting Minutes

6:00 pm

March 8th, 2021

Meeting held via Zoom Online Conference.

In attendance: Katie Rucker, Paul Murphy, Ben Greene, Ronda Hawkins, Rocky Rhodes and Tylor Clement

1. Call to Order, Reading of School's Mission - Call to order by Ben at 6:12.

MMCS is a vibrant learning community, where diverse students build strong academic foundations, executive function skills, and trust in their abilities, in preparation for lives of joy and purpose in the 21st century.

2. Public Comment - none present

3. Meeting Business

A. Approval of Minutes February 8th & 16th-section E of Feb 8th, capitalize F on Friday. Rocky moved to approve both meeting minutes as presented and given the capitalization correction. Ronda seconded. And all Voted in favor.

B. Financial Update & Preview of 21/22 Draft Budget, reviewed by Katie; she, Rocky and accountants prepared it to have some insight on next year because of the upcoming growth in facility, classrooms and staff.

C. General School Updates, Katie presented- the classroom monitoring visits have gone well. The bigger monitoring visit will be in May via zoom because of Covid. We will have EOGs this year. Covid Update, we have had a couple positive tests and some related classroom closures. We are still working on back to school logistics for reopening post Covid April 12th.

D. Fundraising Updates from Rocky, Taylor & Katie - Discussions on levels of giving and groups of donors. Circle back with Weymouth Neighborhood. We will work on a way to recognize ALL families who make the effort to donate. Katie said she

will also reach out to families about donating their time and ability to help.

E. Due Diligence & Closing Updates, Rocky & Katie - we are working on the closing and financing terms. Closing should be scheduled for April 1- 6th depending on when all the pieces are in order.

F. Community Partnership Updates, Ronda & Katie - We have several groups that align with the mission of school in terms of children, education and nonprofits.

4. Closed Session to consider employee contracts. Rocky moved to enter into closed session to discuss employee contracts, Paul seconded and the motion carried.

Return to open session at 7:18pm.

Approval of contracts for the four employees (Paige Mendenhall, Terra Hodges, Audrey Osmanski and Mark Caudill) as discussed in closed session. Paul moved to approve those contracts as presented. All voted in favor and motion carries.

Approval of contract for Katherine Rucker as discussed in closed session. Ronda moved, Rocky seconded and all voted in favor and the motion carried.

5. Adjourn - Ronda seconded that the meeting adjourn, Taylor seconded, motion carried and meeting was adjourned at 7:20pm.

MMCS Board Meeting Minutes

6:00 pm

April 12th, 2021

Zoom Meeting

387 W. Pennsylvania Ave

Southern Pines, NC 28387

In attendance: Rocky Rhodes, Ben Greene, David Kilarski, Paul Murphy, Ronda Hawkins, Katherine Rucker, Debra Gray

1. Call to Order, Reading of School's Mission read by Ben.

2. Public Comment -none present

3. Meeting Business

A. Approval of Minutes March 8th, 29th, *Section 5 needs to be edited to reflect a motion and second rather than 2 seconds.* Paul moved to approve the three sets of minutes with noted changes., David seconded and the motion carried unanimously.

B. Approval of Audit Contract for FY 2021, David recommended we seek an alternate auditor after 5 years to keep a fresh eye on our statements and Katie agreed that there were some bigger firms in Raleigh that also specialize in charter school finance. David moved to approve the contract with the auditor as presented, Rocky seconded and the motion carried unanimously.

C. Resolution & Certificate of Incumbency, Rocky gave an overview of the document and potential need for it in closing of the new school property. Debra moved to approve the Certificate of Incumbency as presented,, Paul seconded and the motion carried unanimously.. Rocky then moved to approve the resolution, Ronda seconded and all voted in favor carrying the motion.

D. Financial Update. School will be eligible for retention credit and Katie has talked to the accountants about reserving some of that for a retention bonus for the teachers for the additional time they were asked to teach this year and packing their equipment at the conclusion of the year to move to the new campus. The board agreed that this would be an appropriate use of some of the funds and we will discuss in more detail when we have more details.

E. General School Updates, Katie reported on the return to school full time for all the students; it felt like an exciting transition to have most of the students present on campus, to have recess, lunch at school and end the day at the normal 3pm time. We have about a 70% vaccination rate and will have to determine how quarantine and vacation days work next year for teachers who have not been vaccinated. We will know more as the information becomes available from the health department.

F. Fundraising Updates, Rocky, Taylor & Katie - temporarily stalled fundraising efforts to handle closing on purchase but will pick back up soon. Our goal will be to have some classroom spaces with naming rights from local companies or families.

G. Due Diligence & Closing, Rocky & Katie - closing was delayed beyond April 1 to finalize zoning issues but they have since been resolved. Katie has requested some secondary bids on work needed to the buildings and we are waiting for those results and will share them with the board. We do need to start work soon so that we can move forward and be on campus in August.

H. Community Partnership Updates, Ronda & Katie met with Holly Bell and discussed requesting a letter of intent from potential partners so they can move forward on the work they need to do before moving in.

I. Potential New Board Member discussion: Reviewed and added to the ongoing list of potential candidates with the goal to bring on two new members over the summer.

4. Closed Session to consider four employee contracts and real estate dealings. Taylor moved, Rocky seconded all voted in favor and the motion carried unanimously.

Board entered Closed Session at 6:57

The board returned to open session at 7:14pm.

5. Contract approval. Ronda moved to approve the three employee contracts as discussed in closed session, Taylor seconded and all voted in favor. The motion carried unanimously.

6. Adjourn. Rocky moved to adjourn, Dave seconded and the motion carried unanimously.

Meeting adjourned at 7:16pm

Moore Montessori Community School

May 10, 2021 Board Meeting Minutes

In attendance: Katie Rucker, Ben Greene, Ronda Hawkins, Debra Gray, Taylor Clement, Dave Kilarski, Paul Murphy

6:00 pm

May 10th, 2021

255 S. May Street, Southern Pines, NC 28387

1. Call to Order, Reading of School's Mission 6:05 pm

MMCS is a vibrant learning community, where diverse students build strong academic foundations, executive function skills, and trust in their abilities, in preparation for lives of joy and purpose in the 21st century.

2. Public Comment - none in attendance

3. Meeting Business

- Approval of Minutes April 12th Debra moved to approve both open and closed sessions; Ronda seconded. Motion carried unanimously.
- General School Updates - EOG's to run May 28th and June 4, younger students will stay home to facilitate space for testing
- Moving days, early release last three days of school to have volunteers help move
- Summer Reading Camp will be run by Wanda Garris on the new campus. We will have a budget for that program in June. Planning to open to 10 children.
- The Federal Grant Monitoring Review started today, we have two more days for them to interview families and our accounting firm. All being done virtually this year.
- Financial Update, *attachments emailed May 8th - no questions*
- New Campus Updates, attachment - vandalism is continuing, mostly broken windows and Moore County Schools has fixed those. We are installing more cameras and signs.
- We need CO from the town of Southern Pines and fire extinguishers because MCS took them. The Fire Marshall is helping identify what we need and where.

- The Arts Council will get permit from the town for the special event. Need to clarify with Arts Council that they can not serve alcohol due to school campus, non-sold items must be removed at a certain date and we do not provide cleaning during event, TP, or post event cleaning. Taylor moved to approve Arts Council use of the property, Debra seconded and all voted in favor.
- Rocky presented on Budget for Maintenance work; mainly cosmetic and waterproofing. Need to have the property re-appraised based on income and value of land for the second loan for repairs & maintenance. Need windows stripped, roof repaired, auditorium window leak fixed, trees removed are priorities.
- Related to building, need to add maintenance contract- we will discuss in closed session.

4. Closed Session to consider 21 employee contracts, Rocky moved to enter closed session to discuss employee contracts, Ronda seconded and all voted in favor carrying the motion.

- Rocky moved to leave closed session, 7:13, Paul seconded and all voted in favor.
- Rocky moved to approve the employee contracts as amended and the addition of Theresa as discussed in closed session, Debra seconded and the motion carried unanimously.
- Budget approval, Paul moved, Rocky seconded, and the motion carried unanimously.
- Coaching Contracts; Nikkeia Lee and Elizabeth Slade, Public Montessori in Action contracts. Ronda moved, Taylor seconded and the motion carried unanimously. Discussion from Katie regarding those working relationships and progress over their respective time with MMCS. All voted in favor and the motion carried unanimously.
- Rocky moved to approve up to 12k for tree removal, Dave seconded and Katie will confirm insurance, tree removal and grinding stumps. All voted in favor and motion carried.
- Board discussed interest from the Sand Cats wrestling club. Board will continue to work with potential tenants alongside an attorney and real estate representative to find lease terms to review with the board.
- Rocky moved to adjourn the meeting, Ronda seconded and all voted in favor carrying the motion.

Meeting ended at 7:40pm.

MMCS Minutes

6:00 pm

June 14, 2021

255 S. May Street

Southern Pines, NC 28387

Call to order 6:05

No public in attendance.

General School updates - Katie

Reading scores have come back and were exceptional for our 3rd graders and we met our goals of having all of our students pass the read to achieve standards. Katie purchased gift cards from the Country Gift Shop for all of the teachers to stock their classrooms with more books; board members are asked to make a contribution to that gift if they are able. \$250 would be enough to cover 1 classroom.

Building and appraisal update

Financial Report- review materials in board packet, no questions.

Trees, Roof, Windows, Paint, HVAC, Internet, Wall Removal

Action:

A. Minutes from May 10th Open and Closed Sessions - Debra moved to approve the minutes from both sessions, Paul seconded. All voted in favor carrying the motion.

B. Version 2 of 2021 School year budget. We are adding another classroom from where we initially approved the budget so we are revisiting next year's budget to approve changes. Taylor moved to approve the budget as revised, Dave seconded. Motion carried unanimously.

C. Bids for Furniture and Classroom materials. Rocky moved to approve a budget up to 21k to cover classroom furniture for the three new classrooms. Paul moved to approve Lower Elementary and Upper Elementary as presented in board packet of \$9578 and \$8200, respectively. And not to exceed 12k for Primary, Debra seconded and all voted in favor carrying the motion.

D. Summer Reading Camp Budget run by Wanda and covered by state summer reading program. Dave moved to approve the state revenue budget. Ronda seconded and all voted in favor.

E. Board Meeting schedule approve as stated with the exceptions of - July 19th meeting will be at 4 pm and July 18, 2022 at 2 pm.

Ronda moved, Rocky seconded, motion carried unanimously.

F. HVAC license - building automation quote - pre-approve the contract with system contractors for 19k for HVAC license with the exception of reviewing addition annual fees and new system compatibility, Debra moved, Rocky seconded and all voted in favor carrying the motion.

CLOSE SESSION

Taylor moved to go into closed session to review employee contracts, Dave seconded and all voted in favor.

Entered Closed session at 7:21

Board discussed resumes and contracts as presented in board material.

Taylor moved to leave closed session, Paul seconded and all voted in favor carrying the motion.

Returned to open session at 7:24pm

Dave moved to extend offers to Elenor VanGemerem and Laura Rubin. Rocky seconded, all voted in favor.

School Business - Board discussed potential new board member review and ribbon cutting school tour options in the fall.

Rocky moved to adjourn, Ronda seconded

Meeting adjourned at 7:34pm.

MMCS Board Meeting Minutes

4:00 pm

July 19, 2021

255 S. May Street

Southern Pines, NC 28387

In attendance: Katie Rucker, Ben Greene, Ronda Hawkins, Paul Murphy, Debra Gray, Rocky Rhodes and Taylor Clement.

1. Call to Order, Reading of School's Mission by Ben at 4:16pm.

MMCS is a vibrant learning community, where diverse students build strong academic foundations, executive function skills, and trust in their abilities, in preparation for lives of joy and purpose in the 21st century.

2. Public Comment

Ms. Nelson, a parent of a current student, spoke regarding an email sent to the board members on Sunday, July 18th about the potential mandate for students to wear masks.

3. Presentations to the Board

A. Sandcats Board Member Presentation, *attachment* - delay until later in the meeting

B. Robin Moore, NLI Director, Presentation on Phased Outdoor Play and Learning Environment Master Plan & Schematic Design for MMCS and

4. Updates (20 minutes, Ben)

A. General School Updates - Katie presented a general school update as included in the meeting attachments.

B. Financial Updates - Rocky presented terms for the construction loan and CD coming due which was collateral for the bus loan which will be paid off next month.

Rocky moved to approve the construction line of credit as a board, Ronda seconded and all voted in favor.

Ben moved to nominate Ronda and Rocky to sign the line of credit documents on Monday, July 26th, Debra seconded and all voted in favor.

C. New Campus Updates - We have prioritized work that needs to be done on repairs. Paul mentioned/agreed that the exterior landscaping work should also be considered art and capital

improvement and given some priority as well.

HVAC units and automation problems are continuing and we are looking into additional companies to work on the system.

5. Board Action (20 minutes)

A. Minutes for June 14th Board Meeting, *add D to CLOSE "D" Session title and move those two lines to a separate page. Paul moved to approve the minutes and Debra seconded, all voted in favor.*

B. Annual by-laws review, *clerical correction to strike the D on section XI, ronda moved and rocky seconded, all voted in favor.*

C. COVID Policy, *Katie recommended policy recommended by our board attorney.*

D. Indirect Cost Policy, reviewed attached, moved by rocky seconded by Debra, all voted in favor.

E. Charter Renewal Letter to DPI, taylor moved approve initiated the renewal process, ronda seconded. Paul asked if Montessori was an essential part of the charter, Katie confirmed. All voted in favor.

6. Closed Session to consider employee contracts and other contract negotiations, *attachment (20 minutes) Debra moved, Paul Seconded entered closed session at 7:28*

CLOSED SESSION

Return from Closed Session at 8:14. Rocky had to leave the meeting at the conclusion of the closed session.

7. Board Action after Closed Session

Ronda Moved that we approve employee contracts as discussed in closed session (Keenya Taylor, Beatriz Thomas, Germann Bostic, Ariadne DeGarr, Rebecca Few and Samantha Baker) and Paul seconded. All voted in favor carrying the motion.

Debra made a motion to approve a staff stipend of \$500 for classroom setup, Paul seconded. All voted in favor carrying the motion.

Paul made a motion to adjust our hourly employee paid vacation and sick policies to include: Holiday Leave and Sick Leave for hourly employees to include 8 paid vacation days (5 during Winter Break and 3 during Spring Break) plus 5 sick days. Debra seconded and all voted in favor carrying the motion.

Ronda moved to approve Phase I (minus indirect cost) with NLI for outdoor environment approval. Debra seconded and all voted in favor carrying the motion.

8. Board Self Reflection Exercise & Planning Session - postpone until next board meeting due to time.

9. Closing Comments

From Katie: Open House on Thursday, Sept 30th 6-8pm, presentation at 7. Katie, Board Member & potentially a parent to speak. Ideally a rendering of B Building after renovation. Brief presentation from Robin Moore with some before and after photos of his work. Board members should aim to invite 15-20 guests (3-5 ideal donation candidates) as this will kick off the capital campaign. Tag line, logo and fundraising goal “thermometer” needed for the event.

School will also host a similar tour for families 2 weeks prior; this one to focus on donations & community support.

Ronda moved to close the meeting, Debra seconded, all voted in favor. Meeting adjourned at 8:44pm.

MMCS Agenda

3:00 pm - ZOOM MEETING

July 31, 2020

387 W. Pennsylvania Ave

Southern Pines, NC 28387

1. Call to Order, Reading of School's Mission (1 minutes, Ben)

MMCS is a vibrant learning community, where diverse students build strong academic foundations, executive function skills, and trust in their abilities, in preparation for lives of joy and purpose in the 21st century.

2. Public Comment (2 minutes, Ben)

3. Meeting Business (20 minutes, Ben & Katie)

- A. Action on MMCS 2020/21 Family Handbook, *attached*
- B. Action on MMCS 2020/21 Employee Handbook, *attached*

4. Closed Session on Employee Contracts (5 minutes, *Katie*), *attachment*

5. Adjourn

Zoom Link:

Topic: MMCS Board of Director Meeting

Time: Jul 31, 2020 03:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us04web.zoom.us/j/7935207942?pwd=dnRaOTFxcmdmYS9ONjZrdFoxUjJndz09>

Meeting ID: 793 520 7942

Passcode: Montessori