

April 8th Board Meeting

Ben, Katie, Taylor, Ronda and Paul in attendance.

1. Call to order 6:05 - Ben

Mission read- Ben

2. Public comment - none, no public present

3. Meeting Business:

Minutes approved, motion by Taylor, Ronda second, motion carries unopposed.

Minutes for March 24, motion by Taylor, Ronda second, motion carries unopposed.

Calendar discussion, additional day noted, end of year to be adjusted to Thursday
June 12 Motion to void the approval from last meeting to adjust calendar year. Taylor
moved, Ronda second, motion carries unopposed.

Budget

Current year's budget to actual reviewed by Taylor

Next year's budget reviewed by Katie

Adjustment to salary and offer to cover teacher Montessori training.

Planning to vote on 2019-20 budget at May board meeting

Bids for Audit- reviewed, plan to vote at May board meeting

General School Updates- Katie

Discussion to plan fundraising/ end of year event for June

Next meeting May 13

Adjourned 7:05- Taylor moved to adjourn, Paul second, motion carries.

April 8th Board Meeting

Moore Montessori Community School

May 22, 2018 – 8:00 p.m.

Regular Meeting

Conference Call in Meeting

866-906-9330 and Code: 2463907#

Board Attendees: Sarah Brewington, Taylor Clement, Ben Greene, Peggy Johnson, Rebecca Ledley, Katie Rucker. Absent: Paul Murphy

1. Call to Order

Katie called the meeting to order at 8:03 and read the School's Mission Statement

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.

One adjustment to the agenda. Katie made an addition to the Business Meeting for the authorization to purchase materials and furniture.

2. Public Comment - no public in attendance

3. Updates

A. General updates (Katie)

Katie announced various trainings and meetings. Peggy went to Chicago for Montessori Coaches Training. Ben and Katie will be going to Raleigh in June for the Charter School Leadership Institute. And, two faculty members are going to the Montessori for Social Justice Conference this summer.

We received the Charter Agreement which is due by June 4th at the Office of Charter Schools

Katie is working with the Town of Southern Pines and Chris Jordan regarding the Certificate of Occupancy.

We received a grant from the Seedlings Garden Club for \$500 for gardening equipment.

Katie gave an enrollment update. First and second grades are full and paperwork is complete. She is assisting the last few Kindergarten families with paperwork.

4. Meeting Business

A. Approval of Minutes

Taylor moved to approve the minutes from 4/24/18 and Sarah seconded the motion. The minutes were approved unanimously.

B. Discuss and vote on the following policies:

Katie reviewed suggested minor changes to the policies presented.

i. Operations

No substantive changes - There was minor clarification of a few terms. The securing of student paper as well as digital records was examined with no change to policies.

ii. Instruction

No substantial changes.

iii. Exceptional Child

No substantial changes.

iv. Student Accountability

No substantial changes.

v. Governance Policies

Katie shared the documents and there were no comments or changes.

Ben moved to approve the Operations, Instruction, Exceptional Child, Student Accountability and Governance Policies. Peggy seconded the motion. All policies were approved unanimously.

C. Discuss and vote on MMCS Family Handbook

- Sarah suggested that we refer parents to the Academy of Pediatrics for timing of return to school after contagious diseases.
- There was discussion on the late pickup policy - Taylor proposed that the language read "If your child has not been picked up and we have not been able to reach you or emergency contact by 3:30 we are required to notify the authorities." Katie will add a comment on repeat offenders.
- Ben noted that due to the age of the children, under the Mandated Reporting, we should eliminate the sentence "A student is not attending school because they are holding a job."

- Ben also proposed to strike “or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.” Under the Notification of Rights Under FERPA.

Sarah moved to approve the MMCS Family Handbook with the changes proposed and Taylor seconded the motion. The motion was approved unanimously.

D. Approve Proposed 2018/19 Budget

Taylor moved to approve the proposed 2018/19 Budget as presented and Ben seconded the motion. The budget was approved.

E. Approve Proposed 2018/19 Break-even budget -

Peggy moved to approve the proposed Break-even budget for 2018/19 and Rebecca seconded the motion. The break even budget was approved.

G. Vote to opt-in to State Health Insurance Plans

Ben moved to opt- in to the State Health Insurance Plans and Rebecca seconded the motion. The motion passed unanimously.

H. Vote to opt out of State Retirement Plan

Taylor moved to opt out of the State Retirement Plan and Peggy seconded the motion. The motion passed. Ben abstained on the motion.

J. Authorization to purchase materials and furniture

Phase one materials will suffice for this year. Katie proposed that to complete all five classrooms in phase one we spend \$50,000 for Montessori Materials and \$25,000 for furniture. Ben asked that we get bids from three vendors for the furniture. Katie noted that the Office of Charter Schools has stated that state contracts are not required for this purchase but that we can get bids with comments.

Ben moved to approve spending \$50,000 for Montessori Materials and \$25,000 on furniture. Taylor seconded the motion. The motion was approved unanimously.

5. Closed Session: Consideration of Proposed Employee Contracts

Peggy moved to go into closed session to consider proposed employee contracts. Taylor seconded the motion. The motion passed and the Board went into closed session at 8:52 p.m.

The Board came out of closed session at 8:56 p.m.

Sarah moved to approve the proposed employment contracts as discussed in closed session for Ashley Burgin, Jane Beth Page, Elenor (Ellie) Van Gemeren, and Diana Martinez-Mata. Rebecca seconded the motion. The motion was approved unanimously.

Set next meeting date

The next meeting will be a call in regular meeting on June 5 at 8:00 p.m.

6. Adjournment

Ben moved to adjourn the meeting and Peggy seconded the motion. The meeting was adjourned at 9:01 with unanimous approval.

Peggy Johnson
MMCS Board Secretary

Moore Montessori Community School

June 5, 2018 – 8:00 p.m.

Regular Meeting

Conference Call in Meeting

866-906-9330 and Code: 2463907#

Board Attendees: Sarah Brewington, Taylor Clement, Ben Greene, Peggy Johnson, Rebecca Ledley, Paul Murphy, Katie Rucker

1. Call to Order

Katie called the meeting to order at 8:03 and read the School's Mission Statement

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 - no public present

2. Updates

Katie updated the board on the final Ready to Open submission and procedures.

Ben and Katie will go to Raleigh for the Charter School Leadership Institute.

Katie shared information about the building progress. She is working closely with Chris Jordan and the town of Southern Pines to complete the final stages of the Certificate of Occupancy. Renovations on the building will begin soon and take four to six weeks. The school will receive free internet from the state.

Katie is focused on filling the remaining assistant positions for the classrooms.

The board's annual meeting is in the planning stage.

4. Meeting Business

A. Vote on new Board Chairperson effective July 1, 2018

Peggy moved to appoint Ben Greene as Board Chair effective July 1st and Paul seconded the motion. The motion passed unanimously. Katie thanked Ben for his valued early and continued support.

B. Resignation of Katherine Rucker and Rebecca Ledley from board of directors effective June 30, 2018

Katie will resign from the board as of June 30th to become head of school. Rebecca will also be resigning from the board due to her family relationship with Katie.

Katie Rucker and Rebecca Ledley left the meeting at 8:16. Ben led the meeting at that point.

5. Closed Session: Consideration of Proposed Employee Contracts

Taylor moved to go into closed session to consider proposed employee contracts. Paul seconded the motion. The motion passed and the board went into closed session at 8:17 p.m.

The Board came out of closed session at 8:20 p.m.

Paul moved to approve the proposed employment contract as discussed in closed session for Christina Mickle as Director of Operations. Taylor seconded the motion.

The motion was approved unanimously.

Paul moved to approve the proposed employment contract as discussed in closed session for Katherine Rucker as Head of School. Taylor seconded the motion. The motion was approved unanimously.

6. Adjournment

Sarah moved to adjourn and Taylor seconded the motion. The motion passed and the meeting adjourned at 8:25 p.m.

Peggy Johnson Board Secretary

Moore Montessori Community School

July 15, 2018 at 8:00 pm

Regular Meeting Conference Call
866-906-9330, Code: 2463907#

Board Members Present: Sarah Brewington, Taylor Clement, Ben Greene,
Ronda Hawkins, Peggy Johnson, Paul Murphy

Head of School: Katie Rucker

1. **Call to Order** - Ben called the meeting to order at 8:08 and read the school's mission statement: 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** - no public in attendance

3. Meeting Business

A. Approval of Minutes

Sarah moved to approve the minutes from 7/2/18 and Ronda seconded the motion. The minutes were approved unanimously.

B. Discuss and vote on the following policies:

i. Grievance Policy for Parents

Peggy moved to adopt this policy, Sarah seconded. The policy was

approved unanimously.

ii. Grievance Policy for Staff

Peggy moved to adopt this policy, Ronda seconded. The policy was approved unanimously.

iii. Nepotism Policy

Sarah moved to adopt this policy, Peggy seconded. The policy was approved unanimously.

iv. Conflict of Interest Policy

Ronda moved to adopt this policy, Sarah seconded. The policy was approved unanimously.

C. Approve New Board Officers

i. Secretary - Sarah Brewington

ii. Treasurer - Taylor Clement

4. Closed Session

Consideration of Proposed Employee and Third Party Contracts

Sarah moved to go into closed session to consider proposed employee and third party contracts. Taylor seconded the motion. The motion passed and the Board went into closed session at 8:20 p.m.

The Board came out of closed session at 8:27 p.m.

No action was taken in closed session.

Taylor moved to offer employment to Peggy Johnson as instructional coach. Ronda seconded the motion. The motion passed unanimously.

Ronda moved to accept the lunch contract with Scott Wolcott. Paul seconded the motion. The motion passed unanimously.

Sarah moved to approve the contract with The Garden Montessori. Taylor seconded the motion. The motion passed unanimously.

5. Updates

Katie gave the updates:

A. Finances

- i. The state budget was approved and per pupil spending increased by \$275/pupil
- ii. Received \$5,000 grant from the NC Accelerator for classroom materials
- iii. Taylor to get signing authority of bank account

B. Building - Reviewed indoor and outdoor space needs

C. Staffing - Reviewed Christina Mickle duties and hourly rate

- D. Transportation - Katie met with Marva at Kirk Tours. Can do a 1- month contract, could complete pick up in 1 hour. Need to decide if we are going to

go with Carolina Bus Sales (2003 bus with <100,000 miles is \$22,000)

E. Parents - Paul to check on using his church space for parent workshop on Aug 12 6-9 pm

6. Adjournment

Ronda moved to adjourn the meeting and Taylor seconded the motion. The meeting was adjourned at 8:46 with unanimous approval.

Sarah Brewington
MMCS Board Secretary

Moore Montessori Community School

August 1, 2018 at 8:00 pm

Special Meeting Conference Call
866-906-9330, Code: 2463907#

Board Members Present: Sarah Brewington, Taylor Clement, Ben Greene,
Ronda Hawkins
Absent: Paul Murphy

Head of School: Katie Rucker

1. **Call to Order** - Ben called the meeting to order at 8:02 and read the school's mission statement: 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** - no public in attendance

3. **Closed Session** - Consideration of Proposed Employee Contract and negotiating purchasing property

Sarah moved to go into closed session to consider proposed employee and Ronda seconded the motion. The Board went into closed session at 8:03 p.m.

The Board came out of closed session at 8:15 p.m.

No action was taken in closed session.

Ronda moved to offer employment to Catherine Dituro for the full-time position of Floating Assistant. Taylor seconded the motion. The motion passed unanimously.

Sarah moved to offer employment to Chelsey Ritchie for the part-time position of Primary Teacher Assistant. Taylor seconded the motion. The motion passed unanimously.

Ronda moved to approve purchasing and financing a 2002 GMC Thomas bus. Taylor seconded the motion. The motion passed unanimously.

4. Adjournment - Taylor moved to adjourn the meeting and Sarah seconded the motion. The meeting was adjourned at 8:20 with unanimous approval.

Sarah Brewington
MMCS Board Secretary

Moore Montessori Community School

August 2, 2018 at 8:00 pm

Special Meeting Conference Call
866-906-9330, Code: 2463907#

Board Members Present: Sarah Brewington, Taylor Clement, Ben Greene
Head of School: Katie Rucker

Board Members Absent: Ronda Hawkins, Paul Murphy

1. **Call to Order** - Ben called the meeting to order at 8:08 and read the school's mission statement: 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** - no public in attendance

3. **Closed Session** - Consideration of Proposed Employee Contract
Taylor moved to go into closed session to consider proposed employee and Sarah seconded the motion. The Board went into closed session at 8:09 p.m.

The Board came out of closed session at 8:15 p.m.

No action was taken in closed session.

Sarah moved to offer employment to Sarah Bahner for the part-time position of Primary Teacher Assistant. Taylor seconded the motion. The motion passed unanimously.

4. Updates

A. Financing is moving forward to purchase the bus. Ben will go to the bus dealership on Monday to ensure the bus is in good working condition and to bring it back.

B. Staff arrive on Monday to start orientation

5. Adjournment - Sarah moved to adjourn the meeting and Taylor seconded the motion. The meeting was adjourned at 8:20 with unanimous approval.

Sarah Brewington
MMCS Board Secretary

Moore Montessori Community School

August 13, 2018 at 6:00 pm

387 W. Pennsylvania Ave. Southern Pines, NC

Conference Call

866-906-9330, Code: 2463907#

Board Members Present: Sarah Brewington, Taylor Clement, Ben Greene, Ronda Hawkins, Paul Murphy

Head of School: Katie Rucker

1. **Call to Order** - Ben called the meeting to order at 6:06 and read the school's mission statement: 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** - no public in attendance

3. **Closed Session** - Consideration of Proposed Contract with The Garden Montessori Preschool and Proposed Employee Contract

Taylor moved to go into closed session to consider The Garden contract and Sarah seconded the motion. The Board went into closed session at 6:08 pm.

The Board came out of closed session at 6:28 pm.

No action was taken in closed session.

Ronda moved to approve the contract with Haley Moten for Primary Teacher Assistant. Paul seconded the motion. The motion passed unanimously.

4. **Updates** - Katie gave updates.

5. **Adjournment** - Taylor moved to adjourn the meeting and Sarah seconded the motion. The motion passed unanimously. The meeting was adjourned at 6:45pm.

Sarah Brewington
MMCS Board Secretary

Moore Montessori Community School

August 22, 2018 at 6:00 pm

387 W. Pennsylvania Ave. Southern Pines, NC

Conference Call

866-906-9330, Code: 2463907#

Board Members Present: Sarah Brewington, Taylor Clement, Ben Greene
Absent: Ronda Hawkins, Paul Murphy

Head of School: Katie Rucker

1. **Call to Order** - Ben called the meeting to order at 6:02 and read the school's mission statement: 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** - no public in attendance

3. **Closed Session** - Consideration of Proposed Contract with The Garden Montessori Preschool

Taylor moved to go into closed session to consider The Garden contract and Sarah seconded the motion. The Board went into closed session at 6:02 pm.

The Board came out of closed session at 6:08 pm.

No action was taken in closed session.

Taylor moved to approve the contract with The Garden Montessori Preschool.
Sarah seconded the motion. The motion passed unanimously.

4. **Adjournment** - Taylor moved to adjourn the meeting and Sarah seconded the motion. The motion passed unanimously. The meeting was adjourned at 6:10 pm.

Sarah Brewington
MMCS Board Secretary

MMCS Sept 10, 2018 Board Meeting

1. Call to order 6:06

Mission statement read by 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. Meeting Business

A. Approval of 8/13 and 8/22 minutes – both needed update to minutes making it clear no action taken in closed session

Ronda moved to approve 8/13 minutes with noted changes, Taylor 2nd, no discussion, passed unanimously

Taylor moved to approve 8/22 minutes with noted changes, Sarah 2nd, no discussion, passed unanimously

B. Katie gave update on National School Lunch Program Procurement Plan Ronda moved to approve, Taylor 2nd, passed unanimously

C. Katie gave update on Request for Proposal, advertisement will be put in local paper asking for bids. Taylor moved to approve, Sarah 2nd, no discussion, passed unanimously

3. Sarah made motion to move into closed session, Taylor 2nd

4. Ronda moved to leave closed session, Sarah 2nd, no discussion, passed

unanimously

5. Ronda moved to approve an amendment to Kamweli Wilson's contract, Taylor 2nd no discussion, passed unanimously

6. Katie gave update on school, materials, student feedback, furniture, teacher & assistant weekly "courageous conversations", feel short staffed if any thing negative, bus driver & lunch helper is EC and could eventually be more involved with students if we had someone running lunch.

We might need addition funding for early day meal; potentially add to breakfast to national lunch program. Also need snack funding for families in financial need.

Transportation is going well. Enrollment is at 88- happy with that number.

Income has been rec'd from county, state & garden.

Email being sent regarding storm prep and potential school closing due to hurricane. Ronda moved to adjourn, Taylor 2nd, no discussion, passed unanimously.

Moore Montessori Community School

October 14, 2018 – 6:00 p.m.

387 W. Pennsylvania Ave, Southern Pines, NC 28387

Attendance: Katie Rucker, Ben Greene, Taylor Clement and Ronda

Hawkins **Call to order** and mission statement read by Ben at 6:12

September minutes approved with the correction of Ronda's name (was written as Rhonda)

Reading intervention Program discussed by Katie.

Training set for 10am Friday, 10/19

Program will include weekly teaching sessions with students who are behind and optional teacher training and summer program if needed

Motion to approve reading program made by Taylor, seconded by Ronda, passed with all in favor.

Proposal to add low-income weighting to the lottery presented by Katie. Board discussed of how weighting would work for lottery purposes and a motion was made by Taylor to approve 40% weighted lottery for the 2019-20 school year enrollment, seconded by Ronda and passed with all in favor.

The purchase of additional classroom materials was presented by Katie. Board reviewed spreadsheet on options and cost.

Motion to approve the purchase of materials in their plastic, more durable version, was made by Ronda, seconded by Taylor, and passed with all in favor.

School Updates presented by Katie and board discussion including

- Attendance and attrition
- Testing
- Individual, smart student goals
- Federal grant and funds available
- Potential new board members
- School location (current and future)

Meeting adjourned at 7:40pm

Moore Montessori Community School

November 15, 2018 at 6:00 pm
Moore Montessori Community
School

**387 W. Pennsylvania
Ave.** Southern Pines,
NC 28387

Board Members Present: Sarah Brewington, Taylor Clement, Ben Greene, Ronda
Hawkins

Head of School: Katie
Rucker

Absent: Paul
Murphy

1. Call to Order - Ben called the meeting to order at 6:03 and read the school's mission statement: 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 - no public in attendance

3. Meeting Business

A. Approval of Minutes

Sarah moved to approve the minutes from 10/14/18, Taylor **seconded the motion, and the minutes were approved unanimously.**

B. Consideration of Amended FY 19 Budget

Reviewed Adopted Budget and Proposed Budget Amendments with CSP Grant Funding

Taylor moved **to approve the amended** FY 19 budget, Sarah seconded, and motion was approved unanimously.

C. Discussed National School Lunch Program

D. Discussed National Center for Montessori in the Public Sector

Ronda moved to approve the National Center for *Montessori* in the Public Sector Coaching Contract, Sarah seconded, and the motion was approved unanimously

E. Discussed Draft Lottery and Admission Policy

Taylor moved to approve the Lottery and Admission Policy, Sarah seconded, and the motion was approved unanimously.

4. Updates

Katie gave updates:

A. Reviewed Q1 Dashboard indicators B. Reviewed timeline for Teacher Licensure

5. Adjournment

Ronda moved to adjourn the meeting and Taylor seconded the motion. The meeting was adjourned at 7:01 with unanimous approval.

Sarah Brewington MMCS Board Secretary

Moore Montessori Community School

December 10, 2018 at 6:00 pm

Moore Montessori Community School

387 W. Pennsylvania Ave.

Southern Pines, NC 28387

Board Members Present: Sarah Brewington, Taylor Clement, Ben Greene, Ronda Hawkins

Head of School: Katie Rucker

Absent: Paul Murphy

1. **Call to Order** - Ben called the meeting to order at 6:00 pm and read the school's mission statement: 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** - no public in attendance

3. Meeting Business

A. Approval of Minutes

Sarah moved to approve the minutes from 11/15/18, Taylor seconded the motion, and the minutes were approved unanimously.

B. Reviewed Holiday Celebration Guidance

C. Discussed 2019 Lottery Language for Website

Taylor moved to approve 2019 Lottery for February 8, 2019 at 3:00 pm at MMCS.
Sarah seconded the motion, and the motion carried unanimously.

D. Discussed quotes for copiers

Taylor moved to approve the Kyocera copier at \$6159.00 purchase price with
\$360 annual service cost. Ronda seconded, and the motion carried
unanimously.

E. Discussed Request for Material Increase in ADM

Sarah moved to approve the Request for Material Increase in ADM for Year
2019-20. Taylor seconded the motion, and it carried unanimously. The Request
for Material Increase will be forwarded to State Board of Education for
approval.

4. Updates

Katie gave updates:

A. Reviewed Budget Analysis for 11/1/2018-11/30/2018 B. Raised
\$1000 on Giving Tuesday to help cover lunch C. Attendance is at
94% for the last 20 days

D. Updates regarding visitations from our representative from Montessori in the

Public Sector

- E. Started outreach for 2019 lottery information, Open House attendance
- F. AMI refresher course is in February
- G. Decreased visits to front office for emotionally dysregulated children **5.**

Adjournment

Sarah moved to adjourn the meeting and Taylor seconded the motion. The meeting was adjourned at 6:40 with unanimous approval.

Sarah Brewington
MMCS Board Secretary

Moore Montessori Community School

January 14, 2019 at 6:00 pm

Moore Montessori Community School

387 W. Pennsylvania Ave.

Southern Pines, NC 28387

Board Members Present: Sarah Brewington, Taylor Clement, Ben Greene, Ronda Hawkins, Paul Murphy

Head of School: Katie Rucker

1. **Call to Order** - Ben called the meeting to order at 6:03 pm and read the school's mission statement: 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** - no public in attendance

3. Meeting Business

A. Approval of Minutes

Ronda moved to approve the minutes from 12/10/18, Sarah seconded the motion, and the minutes were approved unanimously.

B. Reviewed Draft 2019-2020 MMCS School Calendar

Ronday moved to approve the 2019-2020 School Calendar, Sarah seconded the motion, and the Calendar was approved unanimously.

4. Closed Session

Taylor moved to go into closed session, Sarah seconded the motion, and the motion passed unanimously. The meeting went into closed session at 6:15.

Reviewed Application for Employment

Taylor moved to go into closed session, Sarah seconded the motion, and the motion passed unanimously. The meeting went out of closed session at 6:18.

5. Employment Contract

Taylor moved to approve the employment contract for Kierston Godfrey as a Primary Teacher Assistant, Ronda seconded, and the motion passed unanimously.

6. Updates

A. Enrollment: Katie reviewed documents needed before opening next year, OSHA visit is pending, reviewed open enrollment (lottery) application numbers

B. Community: Taylor reviewed the plan for participation in MLK March in

Southern Pines

- C. Academics: Katie reviewed weighted lottery, attendance rate, assessments, guided reading, library, reading at home program, writing
- D. Facility: new water heater will be installed this week, new shelving in classrooms
- E. Budget: Katie reviewed the budget

7. Adjournment

Sarah moved to adjourn the meeting and Paul seconded the motion. The meeting was adjourned at 6:51 with unanimous approval.

Sarah Brewington
MMCS Board Secretary

Moore Montessori Community School

February 11, 2019 at 6:00 pm

Moore Montessori Community School

387 W. Pennsylvania Ave.

Southern Pines, NC 28387

Board Members Present: Sarah Brewington, Taylor Clement, Ben Greene, Ronda Hawkins, Paul Murphy

Head of School: Katie Rucker

1. **Call to Order** - Ben called the meeting to order at 6:03 pm and read the school's mission statement: 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** - no public in attendance

3. Meeting Business

A. Approval of Minutes

Ronda moved to approve the minutes as corrected from 1/14/19, Sarah seconded the motion, and the minutes were approved unanimously.

B. Reviewed Conflict of Interest Policy and Nepotism Policy

4. Presentation from Zach Donahue, CPA from Charter Success Partners

5. Updates

- A. Enrollment: The lottery was successful, will plan for lottery application to before the end of the year
- B. Facility: Library opened today
- C. Academics: Read Every Day (RED) folder - goes home with the children, reading for 30 min 5/7 nights per week
- D. Staff: updated re: draft reviews for staff, one employee is resigning her current position, discussed offering her a different position
Paul moved that for the Staff Development Conference, we give staff 80% of the per diem allotment, they will keep receipts to validate use of the money, and additional money will be paid out up to the limits of the per diem once receipts are returned. Ronda seconded the motion and it was approved unanimously.
- E. Attendance: will contact families with multiple tardies and absences 7.

Adjournment

Ronda moved to adjourn the meeting and Paul seconded the motion. The meeting was adjourned at 7:03 pm with unanimous approval.

Sarah Brewington
MMCS Board Secretary

Moore Montessori Community School

March 14, 2019 at 6:00 pm

Moore Montessori Community School

387 W. Pennsylvania Ave.

Southern Pines, NC 28387

Board Members Present: Sarah Brewington, Taylor Clement, Ben Greene, Ronda Hawkins

Absent: Paul Murphy

Head of School: Katie Rucker

1. **Call to Order** - Ben called the meeting to order at 6:13 pm and read the school's mission statement: 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** - no public in attendance

3. Meeting Business

A. Approval of Minutes

Sarah moved to approve the minutes as corrected from 2/11/19, Taylor

seconded the motion, and the minutes were approved unanimously.

B. Approval of Purchase Order from ETC

Ronda moved to approve the purchase order for musical materials from ETC Montessori for \$5989.75. Sarah seconded the motion, and the motion was approved unanimously.

C. Approval of purchase of new elementary classroom materials

Taylor moved to approve the purchase of classroom materials from Bruins for \$8000.00. Sarah seconded the motion, and the motion was approved unanimously.

D. 2019-2020 budget update

E. Staff with children in preschool program

Taylor moved, for the year 2018-2019, children of staff in the preschool program will go free of charge. Ronda seconded the motion and it was approved unanimously.

4. Updates

A. Facility: Health Department unannounced inspection score was 99/100. Will need another permit to be able to keep the dishwasher, will also need to add commercial appliances and a sink.

B. Budget: on target for the year.

C. Academics: MAP testing is next week.

DRA's completed: 1st grade - 15/40 on grade level (18/40 at the beginning of the year), 6 fell behind, everyone moved at least one level, most made big jumps, all children who are behind are getting extra help. DERS next year.

D. Staff: reviewed staff attendance, retention

E. Absences: one family with chronic absences, have discussed with attorney.

F. Behavior: reviewed strategies being used for children with disruptive behavior

G. Curriculum: reviewed differences in Montessori vs. NC State curriculum

7. Adjournment

Taylor moved to adjourn the meeting and Ronda seconded the motion. The meeting was adjourned at 7:10 pm with unanimous approval.

Sarah Brewington
MMCS Board Secretary

April 8th Board Meeting

Ben, Katie, Taylor, Ronda and Paul in attendance.

1. Call to order 6:05 - Ben

Mission read- Ben

2. Public comment - none, no public present

3. Meeting Business:

Minutes approved, motion by Taylor, Ronda second, motion carries unopposed.

Minutes for March 24, motion by Taylor, Ronda second, motion carries unopposed.

Calendar discussion, additional day noted, end of year to be adjusted to Thursday
June 12

Motion to void the approval from last meeting to adjust calendar year. Taylor moved,
Ronda second, motion carries unopposed.

Budget

Current year's budget to actual reviewed by Taylor

Next year's budget reviewed by Katie

Adjustment to salary and offer to cover teacher Montessori training.

Planning to vote on 2019-20 budget at May board meeting

Bids for Audit- reviewed, plan to vote at May board meeting

General School Updates- Katie

Discussion to plan fundraising/ end of year event for June

Next meeting May 13

Adjourned 7:05- Taylor moved to adjourn, Paul second, motion carries.

Moore Montessori Community School

May 13, 2019 at 6:00 pm Moore
Montessori Community School

387 W. Pennsylvania
Ave.

Southern Pines, NC 28387 Board Members Present: Sarah
Brewington, Taylor Clement, Ben Greene, Ronda Hawkins

Absent: Paul
Murphy

Head of School: Katie
Rucker

1. Call to Order - Ben called the meeting to order at 6:09 pm and read the school's mission statement: *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 - no public in attendance

3. Meeting

Business

- A. Approval of *Minutes* - Taylor moved to approve the minutes from April 8, 2019, Sarah seconded, the motion carried unanimously.

- B. Auditor Selection - Sarah moved to approve Rebekah Barr, CPA as the auditor for 2019-2020. Ronda seconded, the motion carried unanimously

- C. 2019-2020 Budget discussion with Zak Donahue at CPS

- D. Closed Session - Ronda moved to go into closed session, Taylor seconded, motion carried unanimously. The meeting went into closed session at 6:21 pm to discuss employee contracts. The board came out of closed session at 6:29 pm.

- E. Employee Contracts - Ronda moved to approve employee contracts with changes as discussed for employees Casey Campbell, Catherine Dituro, Catrine Hastings, Christina Mickle, Diana Martinez *Mata*, Elenor Van Gemeren, Kamweli Wilson, Keanna Artis, *Mary Deans*, Peggy Johnson. Sarah seconded, the motion carried unanimously.

- F. Contract Approved for Head of School

- G. Draft 2019-2020 Discussion - Sarah moved to approve the 2019-2020 budget,

Taylor seconded, motion carried unanimously.

H. Board Member Commitments - term expiration dates are as follows: Taylor - 12/1/2020, Ronda - 7/1/2020, Ben - 8/1/2019, Sarah - 8/1/2019, Paul - 3/1/2021. Discussed potential future board members.

**4.
Updates**

A. Katie gave academic and end of the **year updates**

B. Taylor gave First Year Celebration Event details, date is June 5 at 6:00 pm at CCNC.

C. Taylor reported that the FTO Touch A Truck Event raised \$1200-1300.

**5.
Adjournment**

Taylor moved to adjourn the meeting and Ronda seconded the motion. The meeting was adjourned at 7:17 pm with unanimous approval.
Sarah Brewington *MMCS* Board Secretary

Moore Montessori Community School

June 10, 2019 at 6:00 pm

Moore Montessori Community School

387 W. Pennsylvania Ave.

Southern Pines, NC 28387

Board Members Present: Sarah Brewington, Taylor Clement, Ben Greene, Paul Murphy

Absent: Ronda Hawkins

Head of School: Katie Rucker

1. **Call to Order** - Ben called the meeting to order at 6:06 pm and read the school's mission statement: 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** - no public in attendance

3. Meeting Business

A. Review bids for classroom modification - Paul moved that we accept the O'Connor Company's bid to move two block walls to increase the size of a classroom, Sarah seconded, and the motion carried

unanimously.

- B. Review of Board Member Qualifications, Board make up, and recruiting new Board members. Discussed tonight, will propose a more detailed policy to be voted upon at the July meeting.
- C. Approval of Minutes - Sarah moved to approve the minutes from the May meeting, Taylor seconded and the motion carried unanimously.
- D. Coaching Contract Approval - Taylor moved to approve the coaching contract by Coach Montessori, Sarah seconded the motion and the motion carried unanimously.
- E. Summer Reading Camp - Taylor moved to approve the budget for Summer Reading Camp, Sarah seconded the motion and the motion carried unanimously.
- F. 2019-2020 Board Meeting Dates - meeting dates discussed, plan to vote to approve dates at the July meeting. Taylor moved to meet on Monday July 15, 2019 at 12-4 pm, Sarah seconded and the motion carried unanimously.

4. Updates

- A. Raised \$3,175 at our First Year Celebration
- B. Teachers are working on progress reports
- C. Family surveys were 40/42 positive
- D. DRA scores look good
- E. Discussed current numbers in each grade/classroom

5. Adjournment

Taylor moved to adjourn the meeting and Sarah seconded the motion. The meeting was adjourned at 7:10 pm with unanimous approval.

Sarah Brewington
MMCS Board Secretary

Moore Montessori Community School

June 25, 2019 at 5:00 pm

Moore Montessori Community School

387 W. Pennsylvania Ave.

Southern Pines, NC 28387

Board Members Present: Sarah Brewington, Taylor Clement, Ben Greene, Ronda Hawkins

Absent: Paul Murphy

Head of School: Katie Rucker

1. **Call to Order** - Ben called the meeting to order at 5:21 pm and read the school's mission statement: 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** - no public in attendance

3. **Meeting Business**

A. Katie reviewed the quote from Kay-Twelve LLC for the furniture for new and existing classrooms. The funds for the furniture will come from the federal CSP grant. Monies will be distributed in Oct 2019, at which time we will pay the vendors the full amount owed for the furniture. Sarah moved to approve the purchase of furniture as presented and Taylor seconded. The motion carried unanimously.

B. Katie reviewed the budget for Montessori materials to be purchased for new and existing classrooms. The funds for the materials will come from the federal CSP grant. Monies will be distributed in Oct 2019, at which time we will pay the vendors the full amount owed for the materials. Taylor moved to approve the purchase of materials as presented and Sarah seconded. The motion carried unanimously.

4. Adjournment

Sarah moved to adjourn, Taylor seconded, and the motion carried unanimously. The meeting adjourned at 5:26 pm.

Sarah Brewington,
MMCS Secretary