

**COASTAL EMPIRE MONTESSORI COMMUNITY ORGANIZATION
(CEMCO)**

EXECUTIVE SESSION

20 March 2008

Members Present:

Dr. David Lerch – Board President

Ms Anne Monaghan Board Vice President

Mr. George Bowen – Acting Secretary

Mr. Tom Kolher

Mr. Ben Price

Ms Mary Shank

Board went into executive session at 3:05 PM.

Personnel: Board discussed Selection Committee's nominee for Head of School Position. Selection Committee consisted of Ms Anne Monaghan, Chair, Mr. Sanford Jones and Mr. George Bowen. Ms Anne Monaghan discussed the qualifications of the selected applicant, Ms Tricia Moseley. Ms Moseley is a season Montessori teacher with impressive credentials. Her enthusiasm and willingness to take on the challenging position of Head of School at a start up was clearly evident. Ms Monaghan advised the Board that she had extended a tentative offer to Ms Mosley with the understanding that the offer was contingent upon successful completion of a background check and approval of her appointment by the CEMCO Board.

Executive session ended at 3:21 PM

**COASTAL EMPIRE MONTESSORI COMMUNITY ORGANIZATION
(CEMCO)**

GENERAL SESSION

20 March 2008

Members Present:

Dr. David Lerch – Board President

Ms Anne Monaghan Board Vice President

Mr. George Bowen – Acting Secretary

Mr. Tom Kolher

Mr. Ben Price

Ms Mary Shank

1. Call to Order

General Session called to order by Board President Dr. Lerch at 3:25 PM

2. APPROVAL OF AGENDA

Dr. Lerch called for a motion to approved agenda

Motion – Ben Price

Second – Anne Monaghan

Agenda approved unanimously

3. ROUTINE MATTERS AND REPORTS: None

4. BOARD OF EDUCATION MATTERS.

4.01. Discussion of New Board Members. Board discussed the need to have active participation of Board members. Since Mr. Tollison schedule does not allow him the time to participate in Board meeting the Board decided to extend thanks to Mr. Tollison for his interest in the CEMCO project and offer his position to Ms Mary Shank. In addition, the Board also extended Board membership to Mr. Tom Kolher. These appointments provide the Board with sufficient flexibility to conduct business without having to delay critical decisions because insufficient Board members are present to constitute a quorum. In conjunction with these appointments it was agreed that Ms Anne Monaghan would host a Board social so that member can get acquainted with each other. Motion made to approve these actions by Mr. Ben Price and seconded by Ms Anne Monaghan. Approved unanimously.

4.02 Election of new Board Members. Ms Anne Monaghan moved that Mr. Tom Kolher and Ms Mary Shank be elected to CEMCO Board. Mr. Ben Price seconded. Approved unanimously.

4.03. Status of Hiring CEMCS Principal. Ms Anne Monaghan moved that Ms Tricia Moseley be approved as the first Principal (Head of School). Ms Moseley start date will be June 1, 2008. Seconded by Mr. Tom Kolher. Approved unanimously.

4.04. Status of Hiring of CEMCS Teachers. Ms Anne Monaghan briefed the Board on plans to hire teachers. Beginning on or about 1 April Ms Monaghan will forward resumes of potential candidates to Ms Moseley. Ms Moseley will review and set up a time to come to Savannah to conduct interviews.

4.05. 2008-2009 Request for Per Pupil Allocation. Dr. Lerch briefed the Board on efforts to establish the per pupil allocation for upcoming school year. The numbers change with each iteration from the District financial personnel. Based on discussions, the allocation does not appear to be consistent with the QBE. Board asked Dr. Lerch to meet

with David Fields to see if this can be brought to closure. If this proves unsuccessful, Dr. Lerch will send data to Board members who will then proceed to discuss issues and concerns with Board members whom they have a relationship. It is important that we have a clear understanding of the allocation process as it will have dramatic impact on our ability to fund the CEMCS School.

4.06. Bright from the Start Pre-K Application. Dr. Lerch advised the Board that he had submitted an application for the CEMCS, however he felt we were at a disadvantage because he was not able to include the required pictures of the classrooms and school building as required. While he detailed the reason for not including the pictures, he is not sure if this will be sufficient have our application favorably considered. Even if approved, the Pre-K program pays only \$3650.00 per student. This is considerably less than per pupil allocation from the District. Given the concerns with the per pupil allocation from the District and the low Pre-K payments from the state, the Board spent considerable time discussing the feasibility of 3 year olds in the program. A tentative conclusion was reached that we limit students to those that qualify for funding from either the state or the District. Open for further discussion based on outcome of discussion with District on per pupil allocations. In conjunction with this issue the Board discussed a proposed ad that has been prepared for publication. Board agreed that ad was ok for publication if the first sentence of the second paragraph was removed. Board approved publication of the ad in the Savannah Morning News, The Savannah Herald, The Savannah Tribune and the Spirit Newspaper.

4.07. SCCPS Per Pupil Allocation. Discussions held in abeyance pending discussions with District personnel.

4.08. M/Space Portables Leasing Agreement Update. Visit by M/Space representatives briefed to Board. M/Space has confirmed that our site is suitable for their portables. They are prepared to deliver

as soon as we confirm site preparation work is complete. It will take them approximately 7 days to complete delivery and setup. There will be a total of 10 portable with rooms of a bit over 800 square feet with bathrooms.

4.09. Kern-Coleman Cost Estimates. Cost estimates are nearing completion. A Compromise has been brokered with the fire department to create a water storage area for use in the event of a fire. This should allow Kern-Coleman to complete data CEMCO needs to secure a bank loan.

4.10 . First Chatham Bank Loan. Loan will be approved once Kern-Coleman provides cost estimated for site preparation.

4.11. Self Help Status. Door still open to secure loan, if necessary.

5. FINANCE

5.1. CEMCS Revised 2008 -2009 Budget. Ms Anne Monaghan moved that the Budget be revised to provide for a salary of \$74,641.00 (level 5, step 3 of the District pay scale) for Ms. Moseley. Seconded by Mr. Tom Kolher. Approved unanimously. Ms Monaghan also moved that the Board approve payment of \$200,00 per day plus travel and per diem for Ms Moseley during her trips to Savannah to Interview teachers during April and May. Per diem will not exceed \$153.00 per day and mileage will be \$.505 per mile. Seconded by Mr. Tom Kolher. Approved unanimously. Ms Anne Monaghan will prepare letter to Ms Moseley notifying her of Board action.

5.2. CEMCO Financial Status - Dr Lerch reviewed the various CEMCO accounts with the Board. He requested the Board authorize him to engage a CPA to prepare an audit. Board agreed with the stipulation that he find a CPA that will do the audit for a reasonable amount. Tom Kolher expressed a need for Dr. Lerch to insure that the audit was conducted by an individual with an arms length relationship. Board

agreed. Motion made by Ms. Anne Monaghan and seconded by Mr. Tom Kolher. Approved unanimously.

6. ADJOURNMENT: Motion made by Mr. George Bowen and seconded by Ms Anne Monaghan. Board adjourned at 5:12 PM