

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

EXECUTIVE SESSION

17 July 2008

Members Present:

Dr. David Lerch – Board President

Ms Anne Monaghan - Board Vice President

Mr. George Bowen – Secretary/Treasurer

Mr. Ben Price

Ms Mary Shank

Mr. Sanford Jones

Mr. Michael Graham – Board Attorney

Ms Tricia Moseley – Head of School

Executive Session - Commenced at 3:06 PM. (Motion by Mr. Ben Price and Mr. Sanford Jones)

Legal Matters: -Dr. Lerch discussed issues and concerns with stipulations made by SCCPS Board with respect to preparing site for school opening. Questions posed to CEMCO Board Attorney to examine issues and advise Board on what constitutes satisfaction of stipulations imposed by SCCPS Board.

Personnel – Ms Tricia Moseley discussed candidates interviewed for various support positions at the school.

Executive Session – Closed at 3:25PM based on motion by Mr. Ben Price and Ms. Anne Monaghan

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

GENERAL SESSION

17 July 2008

Members Present:

Dr. David Lerch – Board President

Ms Anne Monaghan - Board Vice President

Mr. George Bowen – Secretary/Treasurer

Mr. Ben Price

Mr. Sanford Jones

Ms Mary Shank

Mr. Michael Graham – Board Attorney

Ms Tricia Moseley – Head of School

1. Call to Order

General Session called to order by Board President Dr. Lerch at 3:26 PM

2. APPROVAL OF AGENDA

Agenda amended to include 4.11 – Employment Contract, 4.12 – Calendar, 4.13 – Contract for Teacher Assistants and Custodian and 4.14 – Security Contract

Motion to approved amended agenda made by Mr. Ben Price and seconded by Ms Mary Shank. Approved Unanimously

3. ROUTINE MATTERS AND REPORTS: None.

4. BOARD OF EDUCATION MATTERS.

4.01. Schedule of Teachers for July – August - Teachers will continue training according to schedule. Board agreed teachers could voluntarily report for classroom preparation on 18 August but must be in place on 25 August.

4.02. Training Progress. – Mr. Sanford Jones reports training is on schedule. He anticipates no problems completing program as current scheduled. Mr. Jones ask the board to consider paying teachers in training the agreed upon stipend of \$250.00 on 31 July. Based on Mr. Sanford Jones’ motion and seconded by Mr. Ben Price the board approved the request unanimously.

4.03. Site Completion and Budget. – Contractors are making excellent progress in preparing the site to coincide with our 2 August drop dead date. The downside of the project is that some items are coming in higher than anticipated and has pushed us some \$93,000.00 over budget. Negotiations underway to find items that can be engineered out of the project to reduce cost.

4.04. Contracts to be Bid. – Awaiting submittals from contractors interested in constructing deck for access to portables. Board will act as soon as data is available.

4.05. Start of School Requirements. – Ms Moseley expressed concern over the fact that she is unable to secure information on how to complete requirements for inputting data on students enrolled in CEMCS. This is particular a concern with Pre-K students.

4.06. Progress of Bright from the Start Request. Still have no details on number of students CENCS will be authorized to enroll. Administrators of program are not forthcoming with a response.

4.07. Ground Breaking Ceremony – TBD

4.08. Publicity - Working well. Good reports from stations that have covered our activities to date.

4.09. Board Training - Plans are being developed to provide Board members with training to better equip them to manage CEMCS. Board members also agreed to go to District be finger printed and have background checks completed.

4.10. Sue Off Mentor – Board decided to engage Ms Off to serve as a mentor to Ms. Moseley. Authorization was granted to pursue an agreement and fee for said mentorship. Fee data to be provided to the Board for final approval. Motion to approve made by Anne Monaghan and seconded by Mr. Sanford Jones. Supported by all Board members except for Mr. George Bowen who abstained.

4.11. Employment Contract – Ms Moseley has prepared an employment contract for teachers. Contract is comprehensive and requires teachers to commit to a 3 year service period or be liable for reimbursement of training cost. Contingent upon legal review by Mr. Graham, the item was unanimously approved after a motion by Mr. Ben Price and Mr. Sanford Jones.

4.12. Calendar – Comprehensive activity calendar developed by Ms. Moseley for academic year. Motion to approve made by Mr. Ben Price and seconded by Mr. Sanford Brown. Approved unanimously.

4.13. Contract for Teacher’s Assistants and Custodian. Document submitted by Ms Moseley to Board for consideration. Contingent on favorable legal review, the board unanimously approved use of the document based on a motion by Mr. Ben Price and seconded by Ms. Mary Shank.

4.14. Security Contract. – The Board unanimously ratified an agreement previously entered into for site security by Dr. Lerch and Mr. Ben Price. Mr. Ricky Burnsed provides daily security for site during non-working hours at a cost of \$50.00 per day.

5. FINANCE

5.01. First Chatham Loan Balance – Loan secured has been drawn down to a zero balance.

5.02. CEMCO Financial Status. – Based on projected cost, CEMCO could potentially be some \$93,000.00 in the red. Currently working with contractors to trim cost to remain within projected budget. Board will be updated as data become available.

6. ADJOURNMENT: Motion made by Ms Mary Shank and seconded by Mr. Ben Price. Board adjourned at 5:17PM