

COASTAL EMPIRE MONTESSORI COMMUNITY ORGANIZATION (CEMCO)

Executive Session

15 December 2011

Members Present:

Mr. Brent Pack – President

Mr. Theo Beiter – Vice President

Dr. Laura Frost

Mrs. Leslie Pickett Sheehan

Ms. Christina Placek – Head of School

Executive Session: Called to order at 4:36PM. Personnel issues and staffing were discussed.

COASTAL EMPIRE MONTESSORI COMMUNITY ORGANIZATION (CEMCO)

General Session

15 December 2011

Members Present:

Mr. Brent Pack – President

Mr. Theo Beiter – Vice President

Dr. Laura Frost

Mrs. Leslie Pickett Sheehan

Ms. Christina Placek – Head of School

1. CALL TO ORDER – 5:15 PM

Formal session opened by Mr. Brent Pack.

2. APPROVAL OF NOVEMBER MTG MINUTES

Motion to table approval by Dr. Frost, seconded by Mr. Beiter, unanimously approved.

3. APPROVAL OF THE AGENDA

Approved unanimously.

4. COMMENTS FROM THE PUBLIC

Liliana Hudescu (parent) requested that the Comments from the Public section of the meeting be moved to the end of the agenda so parents could have a chance to comment and ask questions on anything discussed in the current meeting.

5. HEAD OF SCHOOL REPORT

Administrative Report - Highlights: in the recent Read-a-thon our students logged 9,800 hours of reading. This translates into a little over \$1,400.00 in free books for our new library. Recent parent workshops conducted by Tina and Stephanie went well and they will be conducting more in the future. The Family Reading Night was very well attended. The children really enjoyed television personality Sonny Dixon coming to school during the day to read to them; a recording is on youtube. Discussion re: outdoor school for third graders. Writing is this month's concentration and is being assessed for our 3rd graders this year. Tina, Board Members, CFO, and Director of Operations met with the State DOE committee for charter petition renewals. We

submitted new DIBELS data which they were happy to receive. Reconfirmed with the state review committee that we do not have to provide the Mock CRCT data from the previous year.

6. BOARD TRAINING

Discussion on needs and interests of current Board. Tabled for later investigation and discussion.

7. POLICIES AND PROCEDURES COMMITTEE

Chairman Beiter brought the new proposed By-Laws to the floor for discussion and approval. Discussion was had on the issue and length of term limits. Motion to approve the By-Laws as written by Chairman Beiter was made and seconded, and the Board unanimously approved the new By-laws.

The committee has met and is in the process of reviewing P&Ps from other schools and our current P&Ps.

8. BOARD DEVELOPMENT COMMITTEE

Pres. Pack nominated Mrs. Sheehan to chair this committee and the Board approved. Mr. Beiter will also serve on this committee.

9. FUNDING COMMITTEE

Dr. Frost and Gary Zetrouer have asked Tina for a wish list for the school so they can approach vendors for discounts, etc. They are trying to get laptops for the classrooms: 2 for each and 1 iPad.

10. STATE BOE CHARTER MTG

During the meeting Tina, Board members, CFO, and the Director of Operations asked and answered questions re the deficiencies in our petition. As a result of this meeting we will receive one of two letters. One will conditionally approve our petition with minor changes. The other will require substantive changes that the Chatham County Board will have to reapprove.

11. FINANCIAL MATTERS

Tabled; CFO could not be present due to last minute conflict.

12. ADJOURNMENT

Mr. Beiter moved to adjourn, seconded by Pres. Pack, unanimously approved.

COASTAL EMPIRE MONTESSORI ACADEMY

General Session

15 December 2011

MEMBERS PRESENT:

Mr. Brent Pack – President

Mr. Theo Beiter – Vice President

Dr. Laura Frost

Mrs. Leslie Pickett Sheehan

Ms. Christina Placek – Head of School

1. HEAD OF SCHOOL REPORT

See attached Administrative Report.

2. CHRISTMAS CAMP

Betty and Meghan are offering to hold a Christmas Camp the first week of the holiday break. Applications would be accepted on a first come first serve basis. Motion to approve offering a Christmas Camp moved, seconded, unanimously approved.

3. FINANCIAL MATTERS

Tabled; CFO unable to be present due to last minute conflict.

4. ADJOURNMENT – Moved, seconded, unanimously approved.