

The mission of The Montessori School of Camden is to engage students to become peaceful citizens of the global community using the Montessori approach to nurture in them an enthusiasm for learning, resourcefulness, a sense of responsibility for their actions, and respect for themselves, others, and their environment.



**March MSC Board of Directors Meeting Minutes  
March 15, 2022 at 6:00 PM**

**Board Attendance:** Tiffany Atkins, Jacquelyn Atkins, Joseph Folsom, Deb Cyrier, Jose Garcia, Joan McCulley, Carla Norton, Terri Butts, Michael Conley, Katie Gunn

Board Excused Absence: Jim Henry

Board Unexcused Absence: Lindsey Kilgo

Join Zoom Meeting

[https://us04web.zoom.us/j/79795995432?pwd=PFH59IT9iDG\\_GBhMfFXSnUyWinAqzd.1](https://us04web.zoom.us/j/79795995432?pwd=PFH59IT9iDG_GBhMfFXSnUyWinAqzd.1)

Meeting ID: 797 9599 5432

Passcode: Yr44Vw

1. Call to Order/Mission Statement Tiffany Atkins, President  
Meeting called to order at 6:01pm by Tiffany Atkins. Carla Norton read the MSC Mission Statement.
2. Public Forum/Comment Tiffany Atkins, President  
No public comments were received prior to the meeting by Deb Cyrier or Tiffany Atkins
3. Approval of 2/15 Minutes Jacquelyn Atkins, Secretary  
Joseph Folsom made a motion to approve the February meeting minutes as provided. Carla Norton made a second to the motion. All board members approved the minutes as provided, none abstaining, and none opposing. The February meeting minutes were approved as provided.

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4. Treasurer's Report Joseph Folsom, Treasurer  
Report was provided to board members prior to the meeting. The financial report was received shortly before the start of the board meeting. Most of the financial updates will be related to the reading of the budget.
5. Info Board Session None this month (Budget reading)
6. Head of School Report Deb Cyrier, Head of School  
Enrollment: 131/136 student's re-enrolling for the upcoming school year. 74 total lottery applications as of 3pm this afternoon.

Additional MSC Courses: Board approved courses went through the charter and have been approved.

Staffing/Hiring: Interviewing for primary and infant classroom directors. Have interviewed many candidates and will continue to interview candidates.

Montessori Training Courses: Officially launched Montessori training courses. The first is a fundamentals of Montessori course. If board members are interested in taking that alongside MSC staff that is encouraged, and board members should let Deb Cyrier know. The course must be completed by the end of the school year (June 30th). It's 4 modules and each module is about an hour and a half worth of time to complete.

Facilities: Primary B classroom will be painted over the last week of intersession. Main office floor will be stripped and waxed over intersession. Looking to replace the work James did with someone that can be hired to handle day to day repairs.

- a. First Reading of Proposed Budget for FY23  
Budget projections are contingent on enrollment. Deb Cyrier reviewed the budget line by line and provided context to the proposed budget.
7. Action Items  
None for this meeting.
  8. Strategic Plan Group Initial Reports  
Michael Conley previewed the strategic planning tracking dashboard. The document will be housed on Google drive and will be shared with each of the leads so it can be updated monthly. Deb Cyrier suggested that the dashboard be an external facing document within the next year. Tiffany Atkins and Michael Conley will send out additional guidance related to how this will be utilized and timelines for providing updates.
    - a. Build a Modern Montessori Campus Michael Conley, Group Leader  
Had a meeting February 23<sup>rd</sup>. Focused on identifying a project manager and specifying short, medium, and long-term goals. The group discussed the RFP

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process and what would be necessary from a legal perspective to be included on external facing RFPs.

- b. Achieve Testing and Reporting Success                      Deb Cyrier, Group Leader  
Had an intentional break built in for this committee. Committee will resume after intersession.

- c. Raise Accurate Awareness of MSC in Community              Krista Adams, Group Leader  
Waiting on a response from the external funding group. Group continues to work on planning an event for the community. Next meeting is this upcoming week.

- d. Increase External Funding                                              Jim Henry, Group Leader  
Group met the day prior. Jim Henry is working on a one-pager that will be sent to state legislatures to request state funding to support a new building. Jacquelyn Atkins is working on the Impact Summit and Awards grant opportunity which will be submitted the week of March 20<sup>th</sup>. The group continues to work on the proposed Fall Festival as an opportunity to raise funds for MSC. The group will look to partner with the raise accurate awareness group to leverage resources and manpower.

- e. Retain High Faculty Standards                                      Terri Butts, Group Leader  
MSC staff and Deb Cyrier are working to write up a training plan for 2022-2023 school year. Need to research alignment staff salary for certified/Bachelor's educated teachers to be in alignment with Kershaw County teachers with the same education.

## 9. Committee Reports

- a. Finance and Audit                                                              Joseph Folsom, Treasurer  
Report provided prior to the meeting. Additional notes provide above as referenced on the agenda. Provided report can be referenced as a part of the meeting materials that were provided in advance.

- b. Building and Grounds                                                      Joan McCulley  
Report provided prior to the meeting. Provided report can be referenced as a part of the meeting materials that were provided in advance.

- c. Fund Development                                                              Katie Guinn  
No report provided this month.

- d. Community Relations & Lottery                                      Terri Butts  
Report provided prior to the meeting. Provided report can be referenced as a part of the meeting materials that were provided in advance. Board members will be called upon to volunteer for the lottery.

- e. Nominating                                                                              Michael Conley, Vice President  
No report provided this month.

- f. PAC President Report                                                              Carla Norton, PAC President  
Report provided prior to the meeting. Provided report can be referenced as a part of the meeting materials that were provided in advance. Continent festival was a success. Carla Norton will upload pictures to Google drive to reflect the performance by the special guest. School pictures will be April 6<sup>th</sup>. Heidi Graves will be the photographer. The makeup day for pictures will be April 8<sup>th</sup>. The book fair is April 11<sup>th</sup>-April 15<sup>th</sup>. Family night will be on April 15<sup>th</sup> from 5pm-7pm.



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