

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.



**October MSC Board of Directors Meeting
Minutes
October 18, 2022, at 6:00 PM**

Board Attendance: Jacqlyn Atkins, Joan McCulley, Joseph Folsom, Deb Cyrier, Tiffany Atkins, Michael Conley, Terri Butts, Jose Garcia

Absent Board Members: Carla Norton (excused), Jim Henry (excused), Katie Guinn (unexcused)

Staff Attendance: Chace Butterbaugh

Join Zoom Meeting:

<https://us06web.zoom.us/j/81179358616?pwd=cm5aYkV3MU1NSjN3dDhCUHFJK0tHZz09>

1. Call to Order/Mission Statement Tiffany Atkins, President
The meeting was called to order at 6:06pm. The MSC mission statement was read by Joan McCulley.
2. Public Forum/Comment Tiffany Atkins, President
There was no public forum/comment received prior to the meeting.
3. Approval of 9/20 Minutes Jacqlyn Atkins, Secretary
Joan McCulley reviewed the amendments to the September board meeting minutes as well as the special board meeting held in September. Joan McCulley made a motion to approve the September board meeting minutes with the amendments incorporated. Terri Butts made a second to the motion. All board members voted to approve the September board meeting minutes, none abstaining, none opposing.

Joan McCulley reviewed the amendments to the special board meeting minutes. Joan McCulley made a motion to approve the special board meeting minutes with the amendments incorporated. Terri Butts made a second to the motion. All board members voted to approve the special board meeting minutes with amendments incorporated. All board members voted to approve the minutes with amendments incorporated, none opposing, none abstaining.
4. Information Session Kids First Conference, Joan McCulley
Joan McCulley gave an overview of the Kids First Conference she attended.

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5. Treasurer's Report Joseph Folsom, Treasurer
Joseph Folsom updated the board about the financial audit. The audit was successfully concluded and MSC met all audit standards.

6. Head of School Report Deb Cyrier, Head of School
School Calendar-Joseph Folsom made a motion to approve Option B as the finalized 2023-2024 school calendar with the recommendation to amend the calendar and move the Monday, April 29th school closure date to Friday, April 26th Michael Conley made a second to the motion to approve school calendar option B with the recommended amendments as the finalized calendar for the 2023-2024 school year. All board members voted to approve the 2023-2024 school year calendar with the recommended amendments. None abstaining, none opposing.

The request was made to move the December board meeting to December 13th to avoid holding a board meeting during the Winter break.

7. Committee Reports
 - a. Finance and Audit Joseph Folsom, Treasurer
Report provided at start of meeting and disseminated prior to the board meeting.

 - b. Building and Grounds Joan McCulley
 - a. Safety Committee
 - b. Discussion on construction authorization for Deb
A recommendation was made by the board that the building and grounds committee meet weekly through the entire construction process and meetings will be cancelled if no new business is on the table. A motion was made by Joan McCulley for the building and ground committee to meet weekly through the construction process unless there is no new business to conduct. Terri Butts made a second to the motion that the building and grounds committee meet weekly. All board members voted, and the motion carried. None opposing, none abstaining.

Board approval to provide Deb Cyrier with authorization to make day to day operational decisions related to the construction of the new facility with Mashburn Construction company that are not procurement related in conflict with the procurement policy. Jose Garcia made a motion to provide Deb Cyrier with authorization to make day to day operational decisions related to the construction of the new facility with Mashburn Construction company that are not procurement related in conflict with the procurement policy. Terri Butts made a second to the motion. All board members voted, and the motion carried, none opposing or abstaining.

No additional information to be noted. The report was provided prior to the meeting.

- c. Fund Development Katie Guinn
No report was provided prior to the meeting.

- d. Community Relations & Lottery Terri Butts
No additional information to be discussed. Report was provided prior to the meeting.

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- e. Nominating Michael Conley, Vice President
3 nominations for the board. One person has accepted their nomination. Additional work needs to be done to finalize nominees and a committee needs to be formed to review the nominations. It was determined that a special meeting will be held on Sunday, October 23rd to review nominations and move forward with the election process.

 - f. PAC President Report Carla Norton, PAC President
Report was provided prior to the meeting

 - g. Governance/Policy Review Jim Henry
No report provided prior to the meeting.

 - h. Strategic Plan Vacant
No report provided prior to the meeting.

 - i. Head of School & Board Evaluations Jose Garcia
Board evaluation will be sent out this week so aggregate feedback can be provided to the board at the November meeting.
8. Old Business
No old business.
9. New Business
No new business.
10. Adjournment
Next meeting will be held on November 15th at 6pm at the Catery in Camden. Meeting was adjourned at 7:55pm.