



MSC Board Minutes: January 19, 2021

Attendees via Zoom: Tiffany Atkins, Joseph Folsom, Katie Guinn, Kimberley Edmond-Jordan, Joan McCulley, Dr. John Moncure, Maria Pryor, Suzy Smith

Absent: Mike Brown, Michael Conley, Jim Henry, Johnnie Thomas – all excused

Invited attendees: Felicia Melville, MSC Special Ed/Needs Coordinator

1. Call to order 6:15 pm by President, Joan McCulley. Joan read the MSC Mission Statement.

Joan McCulley read Mike Brown's resignation letter and thanked him for his service.

Joan McCulley introduced Suzy Smith. Suzy is now the PAC President.

With Sharon Huffstetler's resignation the Secretary position is vacant. Suzy Smith volunteered to be the Board Secretary.

2. Public Forum – no comments were received by email or US mail.

3. Information Session – Felicia Melville, MSC Special Ed teacher and Special Needs Coordinator described her role as Special Needs Coordinator. She ensures that all federal guidelines are followed in a timely manner. She is also responsible for training other staff. Felicia is also involved in preparation/update/status of student IEPs.

4. Meeting Minutes – Motion to approve the 12/15 minutes was made by Joseph Folsom. Motion seconded. There was no discussion and the motion carried.

5. Committee Reports –

- a. Finance – Joseph Folsom reported that the purchase of the current real estate from MLC is in the 'closing' phase. The purchase price has been set at \$515,000. Once MSC owns the property a construction loan can be obtained and MSC monthly expense will likely decrease as the loan payment amount will be less than the current lease payment.

Joseph also informed the Board about a new stimulus 'PPP2'. Joseph made a motion that the Board authorize Dr. Moncure to apply for the monies assuming that MSC meets the requirement that at least a 25% reduction in gross revenue for any 2019 quarter compared to the same quarter of 2020. Tiffany Atkins seconded the motion. There was no discussion and the motion carried.

- i. Building & Grounds – Joseph Folsom – No report. Dr. Moncure did add Beard Hall filtration installation has been completed

- b. Fund Development – Katie Guinn reported on the status of the contract that was signed with an event planner for the Blue Jeans Ball. MSC paid \$500 when the contract was signed. As the event did not take place Katie has requested that the money be refunded. She also described why the committee is not in need of an outside event planner. The committee is going to do a survey of the community to determine if persons are ready to attend a public event.
- c. Community Relations & Lottery – Joan McCulley reported that virtual tours have been scheduled and posted on Facebook.
- d. Audit – No report
- e. Nominating – No report
- f. PAC – Suzy Smith reported on current plans/events being organized.
- g. Governance/Policy Review – No report.
- h. Strategic Plan – No report. Members were asked again to submit their activity of choice to Michael Conley.
- i. Headmaster & Board Evaluation – No report.
- j. Headmaster Search – Tiffany Atkins reported that first interviews with 3 candidates have been scheduled. Plan for follow up interviews to include board members, staff, and teachers

6. Headmaster's Report – Dr. Moncure reported on the enrollment status for the current school year and for 2021-22. Due to parent requests and the current COVID status Dr. Moncure would like to investigate the possibility of opening the classrooms to all students wanting to return to campus. The investigation would include contacting the Charter Institute, DHEC, MSC parents and MSC staff. Joseph Folsom made a motion for Dr. Moncure to contact the appropriate parties and present the findings to the Board at the February meeting. Katie Guinn seconded the motion. Motion carried.

7. Old Business: There was no Old Business.

8. New Business

- a. Strategic Plan Implementation Process – This was tabled as Michael Conley was not able to attend the meeting.
- b. Board membership – There is now a position open with the term to expire 11/2021. Please send any candidate recommendations to Joan McCulley.
- c. New legislator's visit to MSC – Katie Guinn reported that the dates have been set for Vic Dabney and Penry Gustafson to tour MSC in order to learn more about MSC and Montessori. The dates are 2/08 and 2/19. The Charter Institute will be invited to attend as well.

9. Meeting adjourned at 7:50pm. Next meeting will be February 16 at 6pm.