



Board Minutes: January 20th, 2020

Attendees: Joan McCulley, Dr. John Moncure, Maria Pryor, Michael Conley, Joseph Folsom, Nathaniel L'Heureux, Brett Perry, Liza Caraglio, Lynsey Doiron and Sharon Huffstetler (PAC representative)

Absent: April Wach, Tiffani Bucci

1. Call to order 6:00 pm by President, Joan McCulley.
2. Public Forum – no one in attendance
3. Minutes of 12/16/19 meeting – Motion to accept by Nathaniel L'Heureux. Second by Brett Perry. Minutes were approved.
4. Committee Reports:
 - a. Finance & Building & Grounds – Beginnings (Infant & Toddler) Budget to be brought before the board in February by Joseph Folsom and Dr. Moncure. Building & Grounds – No major issues since last meeting. Lynsey Doiron to discuss shade project options with Dr. Moncure for back of Primary Hall.
 - b. Fund Development – Blue Jeans Ball location, caterer and band have all been secured. Save the Dates to be discussed with April Wach & Kim Hudson by Joan McCulley.
 - c. Community Relations – Michael Conley met with Dr. Moncure to determine role of the committee and begin making goals for new year.
 1. Lottery – Lottery applications are down this year with only 10 as of the board meeting. The location for the drawing will be the Camden Library from 4:30 to 5:30pm on February 10th. Infants and Toddlers have been added to the lottery. Joan McCulley to reach out to community members to find a contact to draw names at the Lottery.
 - d. Nominating – No updates
 - e. PAC President Report – Date set for Parent Reception February 18th. Volunteers needed for Scholastic Book Fair coming up February 3rd to 7th.
 - f. Governance – Our requested amendments were approved by the Charter Institute.
 - g. Policy Review – All state requirements for the safety policy are defined by MSC within various documents. Policy Review Committee has identified where in the Policy Manual and Parent Handbook each requirement is located. They are working with Dr. Moncure to ensure that everything in the Handbook is also in the Policy Manual.
 - h. Audit – no update

i. Strategic Plan – Michael Conley brought information regarding Holly Hays of “Iron Sharpens Iron” to the board as an example of a facilitator for a board strategic planning retreat. The results of the survey were for the board to set aside time to have a local meeting to set goals for the school and then work out how to achieve them in the near and distant future. Michael Conley will reach out to Holly Hays to come to an upcoming Board meeting and listen to the board in order to help come up with an idea of what our goals are. We will then take time to vote on how to move forward with our strategic planning. Staff involvement is suggested for later in the process on how to achieve our academic goals once we have determined exactly what they are.

The MOU (Memorandum of Understanding) between MLC and MSC will be brought before the board for approval at the February meeting reflecting discussed typographical and other suggested changes. John Paul is slated to oversee the account for MLC. Joseph Folsom will look into the Board Options for the MLC by reaching out to McKay Kiddy and Dr. Moncure will reach out to Mr. V.

j. Headmaster Evaluation Criteria – The Charter Institute has not yet approved our plan.

k. Retrospective – Dr. Moncure presented his findings from the retrospective committee’s recommendations. Each concern was addressed and explained. Board members are to review the report prior to the next meeting for any follow-up questions.

5. Headmaster’s Report – Dr. Moncure reported that Rita Bernal was hired for Primary A. The press release for Ms. Bernal was sent to the local paper. Dr. Moncure is in the process of interviewing/hiring a floater/substitute.

6. Old Business – No update on the Ft. Jackson Elementary playground equipment at this time.

7. New Business — MLC absorption update listed with strategic planning committee report.

8. The meeting was adjourned at approximately 8:05 p.m. Next meeting will be February 17th at 6:00pm in the MSC Upper Elementary Classroom.