**Meeting Minutes**

**LHU Board of Directors Special Meeting December 8, 2021**

**Sterling Montessori Academy and Charter School 1:00 PM 202 Treybrooke Drive, Morrisville, NC 27560 Virtual via Google Meet**

Board Member Attendance:

| **Name** | **Present** |  | **Name** | **Present** |  | **Name** | **Present** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Steve Mansbery |  |  | Wallace Lewis |  |  | Rachel Richardson | X |
| Kim Elliott | X |  | Elizabeth Uzzell | X |  | Leslie Hamilton | X |
| Ryan Hill |  |  | Kari Schwab | X |  | Lan Zhu | X |
| Chris Morton |  |  | Robert Wolfe | X |  | Katie Brown | X |

Additional Attendees:

**1:03 PM Call to Order:** Meeting called to order by Elizabeth Uzzell.

**Reading of Mission Statement:**

“*The mission of Sterling Montessori is to create a diverse educational community, grounded in the Montessori philosophy and teaching practices, that fosters curiosity, creativity, and critical thinking in its students. We strive to empower each student to become life-long learners who respect themselves, others, and their environment.”*

**Welcome Attendees**

**Agenda Items:**

* Approval of admissions policy
* Approval of suicide intervention policy
* Approval of hire
* Approval of continued mask requirement
* Before/after care employee salary increase
* Teacher bonuses

**Consent Item – Approval of Agenda**

At 1:05 pm, Elizabeth Uzzell moved to approve the agenda with additions discussed. Leslie Hamilton second to approve the agenda. Approved

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Steve Mansbery |  |  |  |  | Wallace Lewis |  |  |  |  | Rachel Richardson | X |  |  |
| Kim Elliott | X |  |  |  | Elizabeth Uzzell | M |  |  |  | Leslie Hamilton | 2 |  |  |
| Ryan Hill |  |  |  |  | Kari Schwab | X |  |  |  | Lan Zhu | X |  |  |
| Chris Morton |  |  |  |  | Robert Wolfe | X |  |  |  | Katie Brown | X |  |  |

**New Business**

**Approval of admissions policy**

Discussion items:

* Slight change due to infosnap inability to accommodate our policy
* Siblings will now be placed on waitlist but we are still bundling

**Consent Item – Approval of Admissions Policy**

At 1:10p, Kari Schwab moved to approve the changes to the admissions policy updating handling of siblings to work within functionality of the Infosnap system. Robert Wolfe with a second. Approved.

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Steve Mansbery |  |  |  |  | Wallace Lewis |  |  |  |  | Rachel Richardson | X |  |  |
| Kim Elliott | X |  |  |  | Elizabeth Uzzell | X |  |  |  | Leslie Hamilton | X |  |  |
| Ryan Hill |  |  |  |  | Kari Schwab | M |  |  |  | Lan Zhu | X |  |  |
| Chris Morton |  |  |  |  | Robert Wolfe | 2 |  |  |  | Katie Brown | X |  |  |

**Approval of suicide intervention policy**

Discussion items:

* Slight change: adding back in “If necessary, school may require evaluation…”
* Attorney backs procedure, it will now be reflected in policy again
* We are not assessing risk level

**Consent Item – Approval of the Suicide Intervention Policy**

At 1:14 p, Elizabeth Uzzell moved to approve the updates to the Suicide Intervention Policy. Leslie Hamilton with a second. Approved.

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Steve Mansbery |  |  |  |  | Wallace Lewis |  |  |  |  | Rachel Richardson | X |  |  |
| Kim Elliott | X |  |  |  | Elizabeth Uzzell | M |  |  |  | Leslie Hamilton | 2 |  |  |
| Ryan Hill |  |  |  |  | Kari Schwab | X |  |  |  | Lan Zhu |  |  |  |
| Chris Morton |  |  |  |  | Robert Wolfe | X |  |  |  | Katie Brown | X |  |  |

**Approval of hire**

Discussion items:

* Mary Williams, masters in school counseling from NCCU, taught elementary for 18 years, counseling in Vance Co for 13 years, Durham for 4 years, part time virtual teaching.
* Ready to continue counseling for at least 10 years; excited to come to Sterling.

**Consent Item – Approval of Hire,**

At 6p, Elizabeth Uzzell moved to approve the hire of Mary Williams as school counselor at Masters step 36 on the Wake County counselor payscale. Kim Elliott with a second. Approved.

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Steve Mansbery |  |  |  |  | Wallace Lewis |  |  |  |  | Rachel Richardson | X |  |  |
| Kim Elliott | 2 |  |  |  | Elizabeth Uzzell | M |  |  |  | Leslie Hamilton | X |  |  |
| Ryan Hill |  |  |  |  | Kari Schwab | X |  |  |  | Lan Zhu | X |  |  |
| Chris Morton |  |  |  |  | Robert Wolfe | X |  |  |  | Katie Brown | X |  |  |

**Approval of continued mask requirement**

Discussion items:

* Requirement to review and vote to continue the schools COVID mask requirement for students and staff
* Still following CDC and NCDHHS recommendations
* Staff 97% vaccinated (of respondents)

**Consent Item – Approval of continued mask requirements**

At 1:25p, Elizabeth Uzzell moved to approve the continued mask requirement for students, staff and parents while on campus as outlined in our return to school plan. Kim Elliott with a second. Approved.

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Steve Mansbery |  |  |  |  | Wallace Lewis |  |  |  |  | Rachel Richardson | X |  |  |
| Kim Elliott | 2 |  |  |  | Elizabeth Uzzell | M |  |  |  | Leslie Hamilton | X |  |  |
| Ryan Hill |  |  |  |  | Kari Schwab | X |  |  |  | Lan Zhu | X |  |  |
| Chris Morton |  |  |  |  | Robert Wolfe | X |  |  |  | Katie Brown | X |  |  |

**Approval of Before/after care employee salary increase**

Discussion items:

* Increasing salary for before/after care staff to be on par with substitute pay increase

**Consent Item – Approval of Before/after care employee salary increase**

At 1:28p, Kim Elliott moved to approve an increase by $1 (total of $14/hr) for before/after care staff. Rachel Richardson with a second. Approved.

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Steve Mansbery |  |  |  |  | Wallace Lewis |  |  |  |  | Rachel Richardson | 2 |  |  |
| Kim Elliott | M |  |  |  | Elizabeth Uzzell | X |  |  |  | Leslie Hamilton | X |  |  |
| Ryan Hill |  |  |  |  | Kari Schwab | X |  |  |  | Lan Zhu | X |  |  |
| Chris Morton |  |  |  |  | Robert Wolfe | X |  |  |  | Katie Brown | X |  |  |

**Approval of Teacher bonuses**

Discussion items:

* State approved $1000 for every staff member, and additional $500 for employees making less than $75,000
* We would like to approve a $1500 bonus for all full time staff, regardless of salary, to be paid by January 31, 2022
* We will make up the difference of ~$2500 from our budget

**Consent Item – Approval of Teacher bonuses**

At 1:28p, Kim Elliott moved to approve State approved $1000 for every staff member, with Sterling providing an additional $500 for all full time staff, regardless of salary. Rachel Richardson with a second. Approved.

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Steve Mansbery |  |  |  |  | Wallace Lewis |  |  |  |  | Rachel Richardson | 2 |  |  |
| Kim Elliott | M |  |  |  | Elizabeth Uzzell | X |  |  |  | Leslie Hamilton | X |  |  |
| Ryan Hill |  |  |  |  | Kari Schwab | X |  |  |  | Lan Zhu | X |  |  |
| Chris Morton |  |  |  |  | Robert Wolfe | X |  |  |  | Katie Brown | X |  |  |

**1:37 PM Adjournment**

At 1:37 pm, Elizabeth Uzzell made a motion to adjourn. Rachel Richardson as second.

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Steve Mansbery |  |  |  |  | Wallace Lewis |  |  |  |  | Rachel Richardson | 2 |  |  |
| Kim Elliott | X |  |  |  | Elizabeth Uzzell | M |  |  |  | Leslie Hamilton | X |  |  |
| Ryan Hill |  |  |  |  | Kari Schwab | X |  |  |  | Lan Zhu | X |  |  |
| Chris Morton |  |  |  |  | Robert Wolfe | X |  |  |  | Katie Brown | X |  |  |

Respectfully submitted by Elizabeth Uzzell