



Washington Montessori  
Public Charter School  
2330 Old Bath Hwy.  
Washington, NC 27889  
Phone: (252) 946-1977 Fax: (252) 946-5938  
www.wmpcs.org

**Approved**  
**February Minutes**  
February 15th, 2024, 7:00 p.m.

**Mission Statement:** *Our mission is to inspire academic excellence, to nurture curiosity, creativity, and imagination; and to do so within an environment rich with warmth, kindness, and respect.*

Board of Trustee Members (Voting)	Board of Trustee Ex-Officio Members (Non-Voting)
X Jamie Midgette, Chair X Lisa Lawless, Secretary X Joseph Knox, Member X Sara Watson, Member	X Austin Andrews, Acting Director of Education and Academics X Rick Yakubowski, Director of Finance and Operations X Amber Miller, Faculty Representative Paul Synder, MPTO Representative

Acronyms Used: Board of Trustees (BoT), Head of School (HoS), Montessori Parent Teacher Organization (MPTO)

**OPEN SESSION**

ITEM	RESPONSIBILITY AND BASIS	REFERENCE OR ATTACHMENTS
<b>Call to Order 7:01 pm</b>	Jamie Midgette called the meeting to order at 7:01 p.m. Members were present and represented by the "X" mark above. Jamie read the Mission Statement.	Member sign-in sheet
<b>Agenda</b>	Agenda reviewed: Correction "January Minutes" Approve Remove Parent Survey  <b>MOTION: Knox made a motion to accept the amended agenda. Midgette 2nd. All in Favor. Motion carried.</b>	
<b>Privilege of the Floor</b>	Privilege of the floor: Jenny Parham	See Public Comments
<b>Action Items</b>	Approval of 01-18-24 Minutes reviewed.  <b>MOTION: Knox made a motion to accept the 01-18-24 minutes. Watson 2nd. All in favor and the Motion carried.</b>	

<p><b>New Business/ Next Agenda/Discussion</b></p>	<p><b>SGA:</b> No Report or member present</p> <p><b>Faulty Report: Amber Miller</b></p> <ul style="list-style-type: none"> <li>● Maps testing just finished up</li> <li>● Kidsfest projects are working</li> <li>● LE is reading the phonics program</li> <li>● Parent Conference</li> <li>● Teacher Working conditions begin in March</li> </ul> <p><b>MPTO Report: Paula Snyder</b></p> <ul style="list-style-type: none"> <li>● See attached report (Not present)</li> </ul> <p><b>Children's House Report:</b></p> <ul style="list-style-type: none"> <li>● Children's House has had an opportunity to participate in dance classes from the middle of Jan. through the middle of February. Lianne Solina, Founder/Executive Director of SOLINA Dance Productions, LLC, approached the school with a generous offer to give free dance lessons to any of our CH children whose parents agreed and signed them up. I believe 17 signed up. There were enough to offer two classes. She and her husband have been coming on Thursdays. One class is from 10:00-10:30, and the second is from 10:30-11:00. Students have been offered the opportunity to perform at the Turnage Theater on Saturday with her SOLINA dancers. Some children opted to participate in the performance, and others just enjoyed the dancing at school. We appreciated them giving our children the opportunity to dance.</li> <li>● Pastries for Parents was attended as usual. Our parents are so supportive, and the children thoroughly enjoyed showing their families what work they were currently practicing. It is an excellent opportunity for working parents to visit the class and see how unique a Montessori classroom is and how it works. Parents are generous with their time and often take days off to drive on our trips, but this is an opportunity for them to visit.</li> <li>● All classes have completed the midyear benchmark assessments. Our level scores are lower than usual for this current group. We have conducted our second-quarter parent conferences. Any concerns have been discussed with parents, and we will continue to push ahead and work hard to ensure our students meet their personal goals. Copies of all assessments will be sent home to parents on February 19, 2024.</li> <li>● During our full staff meeting on Feb 6, 2024 , we had professional development on the Fundamentals of Montessori. We broke up into</li> </ul>	<p>See Report</p> <p>See Report</p>
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levels and were able to discuss and self-reflect on areas we feel are our strengths and areas we need to work on. We all were able to submit our answers on a Google form. Self-reflection is an exercise we, as a level, will continue to develop. The guide must be able to reflect and practice just as we allow the children to do. The key to Montessori observation is also to be able to observe ourselves in a truthful and meaningful way. I am excited to refresh ourselves in this practice.

- Things we are studying in February include teeth. We had a parent volunteer, Zack Harrison, a Dentist, come and speak to all the CH classes about healthy teeth, brushing, flossing, healthy eating, and going to the dentist. The children enjoyed the opportunity to ask questions. Dr. Harrison left goodie bags filled with toothbrushes, stickers, and fun trinkets for the children.
- On February 14th, we will all be doing a Community Outreach. Places include St. John's Housing. They could not go to RiverTrace and Ridgewood Manor due to sickness at the facilities. Our children will sing for the residents and present them with Valentines. Our class volunteers have truly stepped things up for us. We will take bags filled with goodies ( handmade crocheted hats, bears made out of washcloths made by the children, soap, tissue, and many other things.) One of the different classes is packing cookies for their residents. The children from all the classes have worked hard to make cards for all the residents of all the places. Their gift of music will be the highlight for all the residents. One class has canceled their outreach due to illness in their class.
- On that note, sickness is still at an unusually high rate. We have been battling multiple illnesses throughout campus. It started before Thanksgiving and is still going strong.

Midgette questioned whether the parent communication reminder regarding the 24-hour sick policy reminder was sent due to excessive school-wide absences or was truly just a reminder. Mrs. Andrews confirmed it was just a reminder that we do during the high-peak flu season.

#### **Elementary Report:**

- Our Lower Elementary students enjoyed a concert, 1 2 3 Andres, at ECU's Wright Auditorium this past Friday, February 9th. Some of our students had the opportunity to get on stage and dance with the duo, which is comprised of a husband-and-wife team that sings in both English and Spanish. The students went to Elm Street Park to play and eat lunch after the concert. One of the students commented, upon their return to school, that the field trip was all about them learning to speak Spanish! It was an exciting day out in Greenville!

- Our upper elementary students also ventured out Friday, the 9th, to the Underground Railroad Museum right here in Washington! This was the first UE field trip of the year with all three grades. They toured the local waterfront area, Main Street, and the Harbor District Market. They also stopped for photo ops and saw local business vendors selling hand-made items. Some classes toured the courthouse, the Brown Library, and everyone had lunch at Festival Park. It was a chilly and blustery day, so the students returned a little earlier than expected.

- That said, we want to extend a special thank you to our parents who attended Pastries for Parents and made our field trips possible! You take time out of your busy schedule to invest in our students, drive, and chaperone, and we are truly grateful to you!

- Jason Rohner, our resident astronomist, gave a presentation to the 6th years olds about outer space. The sixth years are currently studying Outer Space, galaxies, space travel and much more in our unit of Earth in the Universe. Thank you, Jason, for taking time out of your schedule to share your expertise with Upper Elementary.

- One final thank you to MPTO and Paula Synder for the spectacular Wellness Day event on our last teacher workday and for everyone's effort with the Raise Craze fundraiser. We are continuously touched by the dedication and generosity of our families.

- Students are working diligently on follow-up assignments, book clubs, doing research, Kid's Fest Projects as well as Imaginary Island. We are also reviewing grace and courtesy lessons and our handbook regularly as the students get antsy for Spring to begin.

- As always, we are thrilled to wrap up MAPS testing this week. The students worked hard to complete all of their tests and we are starting to sort through the data now. Lower Elementary's growth was 53% in reading and 47% in math, respectively. Upper Elementary demonstrated less growth than expected, 39% in reading and 29% in math. We will push forward to the end of the year to make as much growth as possible.

Lisa Lawless thanked the dashboard of MAPS results.

### **Secondary Report:**

- Thanks to MPTO for the 2 new tables and received them for material cost from parent volunteers.
- We are 4.5 weeks into the second semester and year-long as well as new semester courses are going well.
- NHS New Member Induction Ceremony - Feb.20th at 6 pm - 10 new members
- Juniors will take the ACT on February 27, 2024
- The winter dance was successful and approximately 40 students participated.
- MAPs testing is finished in both middle and high school and we are compiling data for review.

- Basketball wrapped up a great season for middle school and high school boys and girls. Soccer begins this week and we do have several students partnering with another organization to play middle school/high school softball.
- Prom will be Friday, May 10, 2024 at Yankee Hall. Tickets are on sale now.

**Secondary Going Out Experiences:**

- This month, eligible high school sophomores traveled to BCCC to tour the campus/buildings and learn more about College and Career Promise courses and pathways.
- Students from the celebration business traveled with Mrs. Cornelius and Mrs. Loughlin to Yankee Hall to finalize some prom details.

**Secondary Entrepreneurship Opportunities:**

- Middle school is hosting a movie night on Valentine's Day; they continue to perform campus-wide services learning each week on Friday afternoons.
- High school businesses are working hard and learning good life skills about planning and organization for successful events.

**Secondary Experiences Hosted on Campus:**

- Amanda Avery from Beaufort Community College has been on campus to ensure that students are scheduled for classes and to support them as juniors and seniors begin their spring BCCC Classes. In addition, she hosted an informational session for students and parents of sophomores to help them be prepared to make decisions about classes for the fall. 20 out of 26 students qualified for the CCP program.
- Guest speakers from our community visited the high school and shared experiences and knowledge about their career paths. 4 visitors every other month.
- A group of high school students visited Children's House got to visit the students and read and CH provided treats.

**Administrative Operations: Austin Andrews**

**Admissions:**

- There are not a lot of bubbles on the waiting list, and it is very even. Would like to go ahead and do offers earlier this year instead of waiting for summer.

- Talked about inviting them to the Community Meetings
- Kidsfest
- Sports activities
- Beginning Teachers program is going well
- CPR Training
  - 7 & 8th grade
  - Training staff and ½ staff for First Aid training
  
- Enrollment process for awarded kindergarten slots
- Infinite Campus
- 67 students receiving EC services with 8 new students

**Facilities Report: Rick Yakubowski**

**Enrollment:**

- Objective to increase numbers in Secondary Program. 475 Enrollment numbers if we keep the numbers same
- Have open slots for 2nd and 10th grade class
- Will bring these numbers back at March meeting

**Finance and Personnel: Rick Yakubowski**

Finance Report: WMPCS, BASC, Day School, Sports

- Reviewed the July 1, 2023 - January 31, 2024 Report
- Reviewed the WMPCS HS Fiscal Report (requested by Knox at Jan. Meeting)
  - Discussed budget funding per student at current amount 84 vs. 100 or 120 students
  - Knox questioned if new enrollment number will increase next year
    - 7th grade- down 4 slots
    - 10th grade - down 13 slots
    - 11th grade - down 5 slots
    - Goal to have 100 students in high school
  - Secondary Community for secondary students to engage intent to remain (grades 5th -8th grades) and inquire why or why not the plan to stay.
- Discussed the 2023-24 BASC & Dayschool report
- Discussed the Cash Reports
- Discussed the Initial Pro-Forma Budget for 2024-25
  - Would like to have the final budget in April for review.
  - Increased everyone's salary by 3% to see numbers for base salary

See attached Report

See attached Reports

	<ul style="list-style-type: none"> <li>○ Expense side - long-term dept. Allocated loan for CH at 2.5 million (see how fit)</li> <li>○ Knox questioned if still pursuing loan consolidation of our current loans. Rick has been in contact with the bank and they are working on the numbers. Including the new loan of 2.5 million for the new Children's House.</li> </ul> <p>Safe Schools Grant Award: Awarded \$51,330</p> <p>Funds must be spent by June 2025.</p> <p>Facilities Report: Storm Insurance claim follow-up, Contract work for general and specific maintenance (Basic repairs, plumbing, electrical, and grounds).</p> <ul style="list-style-type: none"> <li>● The deductible is \$40,000, and we do not think we have that much damage.</li> <li>● We are contacting the roofer to get a quote for repairs.</li> <li>● The electrician came to evaluate the entire school and check breakers.</li> <li>● Landscaper: Meet with for spring &amp; summer cutting and soccer field leveling.</li> </ul>	<p>See Awards Letter</p>
<p>Other Business/Motions</p>	<p>Badgepass Quote: A new badge entry system is on all doors, and a buzzer is for the front door. The initial quote in May 2023 was over \$80,000. Revised with the company this January, and we were able to get a new quote for \$ 55,373.00.</p> <p>Mr. Knox question is whether a recurring up-front fee is an annual fee. They want to make sure they have a copy of the licensed NC third-party installation.</p> <p><b>MOTION: At 8:10 pm, Knox made a motion to approve the Badge Pass Quote for the upgrade of the electronic door lock system. Watson 2nd. All in favor. Motion carried.</b></p> <p>Income Supplement Plan for Salary Scale: Rick Yakabowski Would like to implement the Salary scale distribution in 3-month installments for March, April, and May 2024.</p> <p><b>MOTION: At 8:13 pm, Waston made a motion to approve the distribution of the Salary Scale in 3 equal installments in March, April &amp; May 2024. Knox 2nd. All in favor. Motion carried.</b></p>	

	<p>Parent Handbook Update: Lawless would like the BoT and SGA information updated. Revision of the grievance policy, carline safety, adult code of conduct, mandatory reporting, and student behavior. All recommendations from the Attorney. Will get the changes out to the staff tomorrow, and parents will be available online.</p> <p><b>MOTION: At 8:16 p.m. Watson made a motion to approve the revised WMPCS Handbook. Lawless 2nd. All in favor. Motion carried.</b></p> <p>Student Safety: Lawless would like to have all visitors at the BoT meeting with our Visitor Management System. Would like to be mindful of all students who may not be aware they are recorded when they come to the Board Meetings. Starting at the March 2024 Meeting, all visitors must sign in electronically.</p> <p><b>MOTION: At 8:20 p.m. Watson made a motion to approve Robin for the Board-Elected Self Perpetuating Seat. Term beginning in March 2024. Knox 2nd. All in favor. Motion carried.</b></p> <p><b>MOTION: At 8:20 p.m. Watson made a motion to Approve Jeremy Hewitt for a Board-Elected Self Perpetuating Seat. Term beginning in March 2024. Knox 2nd. All in favor. Motion carried.</b></p> <p>Knox reminded the audience that we are still looking for community members to establish a committee for a new community-elected seat.</p> <p>Mrs. Venture and Mr. Hewitt introduced themselves.</p>	
<p><b>Closed Session</b></p>	<p><b>MOTION: At 8:22 p.m. Knox made a motion to enter a closed session pursuant to NCGS 143-318.11 (a). Watson 2nd. All in favor. Motion carried.</b></p>	<p>Student Personnel</p>
<p><b>Return to Open Session and Adjournment</b></p>	<p><b>MOTION: At 9:30 p.m. Knox made a motion to enter the Open Session. Waston 2nd. All in favor. Motion carried.</b></p> <p><b>BoT announces the formation of the Search Committee to consist of Lawless, Knox, and Waston. Yakubowski will facilitate.</b></p> <p><b>MOTION: At 9:30 p.m. Knox moved to adjourn. Watson 2nd. All in favor. Motion carried.</b></p> <p>No Community members were present.</p>	



Community Members at the Meeting: See Sign-in

1. JoDee Anderson
2. Amber Miller
3. Donna Johnson
4. Camera Guy
5. Alex Hewitt
6. Mrs. Ventura
7. Jennifer Cornelius
8. Jennifer Parahm
9. Kathy Carico
10. Amanda Holton



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Approved

**Public Comments**

February 15th, 2024, 7:00 p.m.

***The Privilege of the Floor:***

3 min timekeeper

Jenny Parham

Dress code: Likes the dress code but she has concerns about dresses with leggings. Leggings are getting holes very often. Her child comes home upset because she has new holes in her pants and they will have to purchase new pants. Found her child restraining herself at recess due to not wanting to tear new holes in her leggings. Spoke with other parents and have the same concerns. Also, the cost is a lot for families who cannot afford the extra cost. Would like to talk about more ways to compromise with this:

Suggested Jeans in the winter or the color black. State she likes the uniform but the practicality of it is a concern.

Jamie welcomed Mrs. Parham's suggestion of a memo with proposed solutions.

Member Sign In  
Washington Montessori, Inc. Board of Trustees

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Meeting Date: February 15, 2024

Signature	Title
<i>[Handwritten Signature]</i>	Chr
<i>[Handwritten Signature]</i>	member ✓
<i>[Handwritten Signature]</i>	member



2/15/2024

Board Meeting

PTO Update and Upcoming Events

Paula Snyder

[mpto@wmpcs.org](mailto:mpto@wmpcs.org)

As of Monday, February 12th, MPTO has \$16,082 in our bank account.

Attached is a final report of the Raise Craze fundraiser. We successfully retained 92% of the total donation funds, resulting in MPTO securing \$11,085.35. This money is dedicated to enhancing classroom environments to support our students' educational experience. When opting for the Raise Craze platform as our fundraising initiative, MPTO identified three key areas of focus:

1. A mini-makeover for the Children's House kitchen
2. Procurement of two large foldable tables for the high school
3. Addressing essential classroom needs

Efforts are ongoing to remodel the Children's House kitchen, involving cleaning, organizing, wall spackling, and redecorating. Parents have volunteered to start painting the kitchen next week. MPTO has been collaborating with Washington Woodworking Company to construct two large mobile tables designed to fold allowing for easy transport across various high school classrooms. These were completed and delivered to WMPCS on Tuesday, February 13th. Attached below are photos.

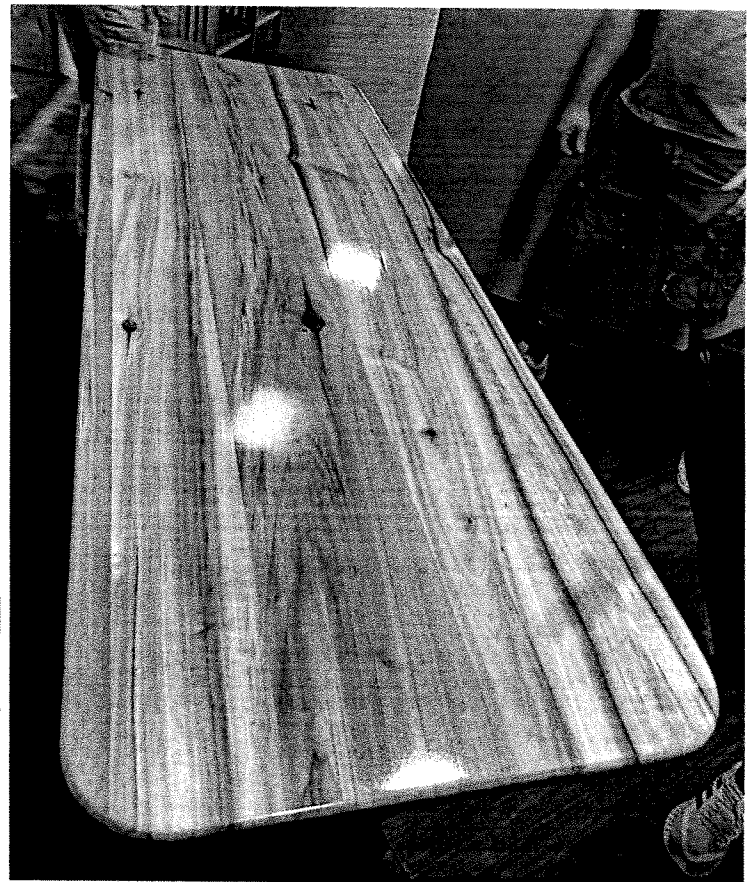
Responding to requests from two middle school teachers, MPTO has purchased three new whiteboards. As additional classroom needs arise, the MPTO is excited to be able to help teachers, as well as students. Teachers are *encouraged* to submit requests as this is an efficient way to make sure needs in our school are being met.

WMPCS was featured multiple times on January 25th on WITN7. If you haven't already watched the spotlight footage, please visit this link.

<https://www.witn.com/2024/01/25/local-charter-school-students-raise-over-11k-acts-kindness/>

The anchor did an excellent job explaining Raise Craze, interviewing RJ Barrow and his mother, and casting our school in a positive light.

The next teacher workday is scheduled for Friday, February 23rd. Parents have volunteered to contribute various breakfast items, and a brunch will follow staff training sessions in the secondary building. You are invited to join us at 11:00 for a delicious meal and an opportunity to have fun with the staff. MPTO would love to have you come!





# Washington Montessori Public Charter School

January 8 - February 2, 2024

## FINAL STATEMENT

STATEMENT SUMMARY			
Online Donations	\$11,386.00	Less final net fees - See Fee Summary	\$920.66
Cash/check donations	\$620.00	Your % keep	92%
<b>Total donations</b>	<b>\$12,006.00</b>	<b>Total proceeds</b>	<b>\$11,085.34</b>

FEE SUMMARY			
a. Stripe fees withheld	\$417.84	e. Preliminary net fees (a+b+c-d)	\$920.66
b. Raise Craze fees withheld	\$1,092.00	f. Max net fees 10% (90% Guarantee)	\$1,200.60
c. Fees due to Raise Craze	\$0.00	g. Final net fees (minimum of e & f)	\$920.66
d. Less fees paid by donors	\$589.18	h. Amount due to/from RC	\$0.00

SOURCES OF FUNDS			
Amount paid via Stripe (1)	\$10,465.34	Less amount due to/from RC	\$0.00
Cash/check donations	\$620.00	<b>Total proceeds</b>	<b>\$11,085.34</b>

(1) This should reconcile to the total settlements received from Stripe plus any that are pending



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Austin Andrews  
Acting Director

Rick Yakubowski  
Director of Administration & Resources

## **Director's Report - February 15, 2024**

### **Children's House Report:**

- Children's House has had an opportunity to participate in dance classes from the middle of Jan. through the middle of February. Lianne Solina, Founder/Executive Director of SOLINA Dance Productions, LLC, approached the school with a generous offer to give free dance lessons to any of our CH children whose parents agreed and signed them up. I believe 17 signed up. There were enough to offer two classes. She and her husband have been coming on Thursdays. One class is from 10:00-10:30, and the second is from 10:30-11:00. Students have been offered the opportunity to perform at the Turnage Theater on Saturday with her SOLINA dancers. Some children opted to participate in the performance, and others just enjoyed the dancing at school. We appreciated them giving our children the opportunity to dance.
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#### LE Upcoming dates:

- February 16- 3rd Great Lesson, Early Humans and Dental Presentation by parent Melynda Oliver
- April 18 and 19 - The Refuge
- TBD - 3rd grade field trip to Skate Park
- June 6 - Field Day

#### UE Upcoming dates:

- March 28 - Kidsfest
- April 18 - 4th Grade - Bath Heritage Days
- May 3 - Manteo
- May 22-24 - 6th Grade Trip
- May 31 - Spring Fling
- June 4 - Imaginary Island
- June 6 - Field Day

#### Secondary Report:

- We are 4.5 weeks into the second semester and year-long as well as new semester courses are going well.
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- Juniors will take the ACT on February 27, 2024
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- Guest speakers from our community visited the high school and shared experiences and knowledge about their career paths.

### **Community Opportunities:**

- January 26th- Pastries for Parents
- January 29th - February 2nd - Parents Conference Opportunity
- February 1st - Beaufort Community College Parent Meeting
- February 7th - Prospective Parent Tour
- February 9th - Field trip (LE) Andres 1-2-3 (ECU Performing Arts)
- February 9th - Field trip (UE) Underground Rail Road Museum
- February 14th - Field trip (CH) St. Johns Housing

**ENROLLMENT and WAITLIST:**

2023-2024 Student numbers	3yr	4yr	K	Total	Target
01-24	3	10	44		55
02-24	3	10	44	57	
	<b>1st</b>	<b>2nd</b>	<b>3rd</b>		120
01-24	27	44	44		
02-24	27	44	44	115	
	<b>4th</b>	<b>5th</b>	<b>6th</b>		110
01-24	37	35	36		
02-24	37	35	36	108	
	<b>7th</b>	<b>8th</b>	<b>9th</b>		80
01-24	31	25	17		
02-24	32	25	17	74	
	<b>10th</b>	<b>11th</b>	<b>12th</b>		60
01-24	25	25	17		
02-24	25	25	17	67	
			<b>Total</b>	421	425

Waitlist

Upcoming Waiting List BEGINNING OCT. 1st

2024-25 Applications	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th
Jan 24	52	4	7	4	6	5	7	1	6	2	2	0	0
Feb 24	8	5	8	4	6	5	6	2	7	3	2	0	8
											<b>Total Apps.</b>	56	

45 Kindergarten offers made 01-18-24

**Washington Montessori Public Charter School**  
*Guiding students to reach their full potential  
 from Children's House to High School*

**Staffing:**

- Accepting Applications for the following positions
  - Executive Director
  - Accountant Technician- Final rounds of interviews for 2 applicants
  - Upper Elementary Guide

**Ongoing Curriculum Development:**

- SPIRE group's progress monitored
- Child Study meetings
- Adolescent Study meetings
- Weekly MTSS meetings
- Monthly Mental Health Advisory Meeting

**Professional Development/Opportunities:**

- American Montessori Society
- Monthly Beginning Teacher Meetings
- New Employee Program
- CPR training for employees Feb. 23rd

**Exceptional Children's Program:**

- 67 students receiving services 8 new students
- 3 initial referrals in process

**Administrative Operations:**

- Enrollment process for awarded kindergarten slots
- Infinite Campus
- Civil Rights Data Reporting collection and submission
- Organize Campus Events
  - Pastries for Parents
  - Mobile Dentist
  - CPR training (7th, 8th grades and staff)
- Examining next year numbers for potentially making offers sooner than later

**Technology:**

- Two staff members will attend the Digital Technology Learning Conference on Feb. 26th hosted by NCDPI
- NCDPI new SIS (system information system) Infinite Campus. WMPCS applied and was accepted for Phase One of implementation. Infinite Campus (Phase one is the 2024-25 School year. Phase two is the 2025-26 School year)
- NCDPI Digital Learning will host an AI (artificial intelligence) training day for staff on campus on June 12, 2024.

**Website:**

- Continued Maintenance - Weekly

**Reports/Grants Submitted:**

- County Billing-October PMR5
- NCDPI-PMR5
- CRDC-Civil Rights Data Collections (Nov-Feb) Bi-annual Reporting
- Clean Water Survey

**Administration and Resources:**

Finance Report: WMPCS, BASC, Day School, Sports

Safe Schools Grant Award:

Facilities Report: Storm Insurance claim follow-up, Contract work for general and specific maintenance (Basic repairs, plumbing, electrical, and grounds).

**Scheduled Upcoming Events:**

- February 12th - Spring Soccer Practice Begins (middle school)
- February 20th - National Honor Society Induction Ceremony
- February 21st & 22nd - CPR Training 7th and 8th grades
- February 23rd - Teacher Workday (staff CPR & First Aid training)
- February 27th - ACT Testing (11th grade)
- March 6th - Prospective Parent Tour
- March 8th - Field trip (CH) Bear Museum
- March 14th - First Soccer game of the season vs. PS Jones MS
- March 21st - End of 3rd Quarter

**July 1 2023 - January 31, 2024**

<b>Funds - Revenue</b>			
<b>Fund 1 - Revenue - State</b>	<b>Budget</b>	<b>Year-to-Date</b>	<b>Allocation</b>
State ADM PRC-36	\$2,933,400	\$1,425,695	\$3,155,450
State PRC-36 Teacher Income Supplier	\$97,000	\$0	\$126,358
Summer School PRC -16	\$9,758	\$0	\$11,859
<b>Fund 1 Totals</b>	<b>\$3,040,158</b>	<b>\$1,425,695</b>	<b>\$3,167,309</b>
<b>Fund 2 - Revenue - Local</b>	<b>Budget</b>	<b>Year-to-Date</b>	<b>Project Year-End</b>
Beaufort County	\$723,625	\$377,412	\$849,177
Pitt County	\$120,954	\$62,209	\$139,970
Craven County	\$1,957	\$886	\$1,993
Martin County	\$52,255	\$23,705	\$53,336
Washington County	\$9,644	\$5,570	\$12,532
<b>Fund 2 Totals</b>	<b>\$908,435</b>	<b>\$469,782</b>	<b>\$1,057,008</b>
<b>Fund 3 - Revenue - Grant</b>	<b>Budget</b>	<b>Year-to-Date</b>	<b>Allocation</b>
PRC 60 - IDEA	\$73,107	\$31,680	\$76,795
DOE Rural Education	\$66,784	\$42,083	\$66,784
NC Safe Schools	\$51,330	\$0	\$51,330
<b>Fund 3 Totals</b>	<b>\$191,221</b>	<b>\$73,763</b>	<b>\$194,909</b>
<b>Fund 5 - Revenue</b>	<b>Budget</b>	<b>Year-to-Date</b>	
Athletics	\$30,000	\$16,617	
<b>Fund 5 Total</b>	<b>\$30,000</b>	<b>\$16,617</b>	<b>16,617</b>
<b>Fund 7 - Revenue - Day School</b>	<b>Budget</b>	<b>Year-to-Date</b>	
<b>Fund 7 Total</b>	<b>\$76,300</b>	<b>33,295</b>	<b>33,295</b>
<b>Funding Totals</b>	<b>\$4,246,114</b>	<b>\$2,019,152</b>	<b>\$4,452,521</b>

**July 1 2023 - January 31, 2024**

<b>Expenses</b>			
<b>Personnel</b>	<b>Budget</b>	<b>Year-to-Date</b>	<b>Year End Projected</b>
Salary	\$2,430,145	\$1,381,506	\$2,368,296
Benefits	\$591,778	\$328,569	\$563,261
Income Supplement	\$126,358	\$0	\$126,358
<b>Total</b>	<b>\$3,148,281</b>	<b>\$1,710,075</b>	<b>\$3,057,915</b>
<b>Operating</b>	<b>Budget</b>	<b>Year-To-Date</b>	<b>Year End Projected</b>
<b>Supplies</b>	<b>\$66,000</b>	<b>47,928</b>	<b>68,468</b>
Supplies - Classroom	\$15,000		
Supplies - Physical Education	\$5,000		
Supplies - Curriculum	\$35,000		
Supplies - Administration	\$11,000		
<b>Facilities</b>	<b>\$285,000</b>	<b>198,786</b>	<b>300,866</b>
Utilities - Electric	\$70,000	41,530	71,194
Utilities - Water and Sewer	\$22,000	23,695	32,227
Waste Management - GFL	\$11,000	3,188	5,465
HVAC - Eneco	\$22,000	29,522	\$37,576
General Maintenance - Buildings	\$10,000	8,758	9,058
Custodial - Maintenance	\$70,000	32,746	70,000
Lawn and Grounds - Maintenance	\$30,000	11,357	25,000
Plumbing - Maintenance	\$5,000	1,198	\$2,054
Electrical - Maintenance	\$5,000	0	1500
Summer - Maintenance Bldgs and Grou	\$40,000	46,792	46792
<b>Business Services</b>	<b>\$161,518</b>	<b>157,610</b>	<b>207,459</b>
Marketing	\$12,000	9,821	16,838
Legal	\$10,000	15,128	30,000
CPA	\$8,000	7275	8,000
Criminal Background Checks	\$600	641	750
Insurance	\$43,000	52,101	52,101
Unemployment Insurance	\$0	2,393	6,000
Beaufort County Tax Collector	\$0	184	184
Beaufort County Member Dues	\$0	130	130
K-12 Systems	\$23,018	26,154	26,154
American Montessori Society	\$5,800	5,800	5800
Training, Workshops, Professional Dev	\$10,000	7,914	10,000
Telephone	\$3,200	2009	3400
Postage	\$1,800	1132	1940
Copier	\$19,100	13,443	23,045
Technology	\$25,000	13,485	23,117
<b>Contract Student Services</b>	<b>\$114,000</b>	<b>48,349</b>	<b>96,698</b>
Contract EC Service	\$4,000	5381	10,762
Contract EC - OT	\$25,000	10,797	21,594
Contract - Speech	\$80,000	26,281	52,562
Contract - Psychology	\$5,000	5,890	11,780
<b>Long Term Debt Service</b>	<b>\$447,567</b>	<b>161,068</b>	<b>447,563</b>
First Bank - High School	\$103,212	60,205	103,208
First Bank - Middle School	\$172,908	100,863	172,908
USDA - Elementary	\$82,047	0	82,047
USDA - Elementary	\$89,400	0	89,400
<b>Athletics</b>	<b>\$30,000</b>	<b>13,346</b>	<b>26,692</b>
Coaches, Referees, Equipment, Uniform	\$30,000	13,346	30,000
<b>Total</b>	<b>\$1,104,085</b>	<b>\$627,087</b>	<b>1,147,746</b>
<b>Total Expense Budget</b>	<b>\$4,252,366</b>	<b>\$2,337,162</b>	<b>\$4,205,661</b>



<b>Cash Report as of Feb 12, 2024</b>
---------------------------------------

<b>First Bank</b>	<b>Balance</b>
WMPCS Operating	\$341,865
Day School	\$274,158
Money Market	\$224,087
Certificate of Deposit	\$130,677
Capital	\$27,617
<b>Total</b>	<b>\$998,404</b>

<b>First Bank</b>	<b>Balance</b>
Sports	\$1,000
Before and After School	\$1,000
School Activities	\$1,000
WMPTO	\$16,082
<b>Total</b>	<b>\$19,082</b>

<b>WMPCS HS Fiscal 2023-2024</b>		
<b>Funding</b>	<b>84 Students</b>	
State	\$546,000	84 x \$6,500 per student
District	\$201,600	84 x \$2400 per student
<b>Total Funding</b>	<b>\$747,600</b>	
<b>Expense Budget</b>		
Salary and Benefits - Instruction	\$604,663	
Salary and Benefits - Administration	\$49,400	
Long Term Debt	\$103,212	\$8,601 per month
Electric	\$17,500	25% of Total
Custodial	\$17,500	25% of Total
Grounds	\$7,500	25% of Total
Insurance	\$13,000	25% of Total
Academic Course Recovery	\$6,000	
General Maintenance	\$2,500	
Supplies	\$13,300	Classroom and Custodial
<b>Budgeted Total</b>	<b>\$834,575</b>	
<b>Net</b>	<b>(\$86,975)</b>	

<b>100 Students</b>	<b>120 students</b>
\$650,000	\$780,000
240,000	\$288,000
<b>\$890,000</b>	<b>\$1,068,000</b>

604,633	604,633
49,400	49,400
103,212	103,212
17,500	17,500
17,500	17,500
7,500	7,500
13,000	13,000
6,000	6,000
2,500	2,500
17,500	17,500
<b>838,745</b>	<b>838745</b>
\$51,255	\$229,255

<b>WMPCS MS Fiscal 2023-2024</b>		
<b>Funding</b>	<b>56 Students</b>	
State	\$364,000	56 x \$6,500 per student
District	\$134,400	56 x \$2400 per student
<b>Total Funding</b>	<b>\$498,400</b>	
<b>Expense Budget</b>		
Salary and Benefits - Instruction	312,500	
Salary and Benefits - Administration	49,400	
Long Term Debt	172,908	
Electric	\$17,500	25% of Total
Custodial	\$17,500	25% of Total
Grounds	\$7,500	25% of Total
Insurance	\$13,000	25% of Total
General Maintenance	\$1,500	
Supplies	7,000	
<b>Budgeted Total</b>	<b>598808</b>	
<b>Net</b>	<b>(\$100,408)</b>	

<b>67 students</b>	<b>70 students</b>
\$435,500	\$455,000
160,800	\$168,000
<b>\$596,300</b>	<b>\$623,000</b>

312,500	312,500
49,400	49,400
172,908	172,908
\$17,500	\$17,500
\$17,500	\$17,500
\$7,500	\$7,500
\$13,000	\$13,000
\$1,500	\$1,500
7,000	7,000
<b>598,808</b>	<b>598,808</b>
<b>(\$2,508)</b>	<b>\$24,192</b>

**2023-2024**

**Before and After School Aug 28 - Jan 31**

<b>Revenue</b>	<b>32,247</b>
Salary	17,794
Benefits	1,346
<b>Net</b>	<b>13,107</b>

**2023-2024**

**Day School Aug 28 - Jan 31**

<b>Revenue</b>	<b>33,295</b>
Salary	28,718
Benefits	5,035
<b>Net</b>	<b>-458</b>

**WMPCS Initial Pro-Forma Budget 2024-2025**

<b>Funding</b>	<b>Budget Amount</b>	<b>Notes</b>
Fund 1 - State ADM	3,155,450	
Fund 1 - State Income Supplement	126,358	
Fund 1- Summer School	11,859	
Fund 2 - Local	1,000,000	Beaufort, Pitt, Craven, Martin, Washington
Fund 3 - Grant	76,795	DPI - IDEA - PRC 60
Fund 3 - Grant	72,703	Small Rural School Achievement Program - FY23
Fund 5 - Athletics	40,000	Sponsored
Fund 7 - Day School	76,300	2023-2024 Rates: \$545 per month all day; \$350 per month part day
<b>Funding Total</b>	<b>4,559,465</b>	

<b>Expense</b>		
<b>Personnel</b>	<b>Budget Amount</b>	<b>Notes</b>
Childrens House	312,621	
Lower Elementary	487,516	
Upper Elementary	471,618	
Secondary	717,979	
EC	428,703	
Instructional Support	324,668	
Administration	387,500	
<b>Personnel Total</b>	<b>3,130,605</b>	
<b>Operating Total</b>	<b>1,380,667</b>	

<b>Cumulative Expense Total</b>	<b>4,511,272</b>
---------------------------------	------------------

Salary Income Supplement	126,358	See Funding in row 6
<b>Budget Net</b>	<b>-78,165</b>	

<b>2024-2025 Enrollment K-12</b>	
<b>Projected</b>	<b>435</b>

**Children's House**

<b>Title</b>	<b>Annual Salary</b>	<b>Benefits (25%)</b>	<b>Salary &amp; Benefit Total</b>	<b>Notes</b>
Head of School	50,140	12535	62,675	21% Fund 7
Guide	41,002	10250.5	51,253	21% Fund 7
Guide	32,457	8114.25	40,571	21% Fund 7
Guide	48,778	12194.5	60,973	21% Fund 7
Guide	38,110	9527.5	47,638	21% Fund 7
Guide Assistant	39,610	9902.5	49,513	21% Fund 7
	<b>250,097</b>	<b>62524.25</b>	<b>312,621</b>	

**Lower Elementary**

<b>Title</b>	<b>Annual Salary</b>	<b>Benefits (25%)</b>	<b>Salary &amp; Benefit Total</b>	<b>Notes</b>
Guide	40,950	10237.5	51,188	
Guide	45,720	11430	57,150	
Guide Assistant	33,000	8250	41,250	
Guide	44,227	11056.75	55,284	
Guide	48,740	12185	60,925	
Guide	46,350	11587.5	57,938	
Guide	36,369	9092.25	45,461	
Guide Assistant	29,200	7300	36,500	
Guide Assistant	34,505	8626.25	43,131	
Guide Assistant	30,952	7738	38,690	
	<b>390,013</b>	<b>97503.25</b>	<b>487,516</b>	

**Upper Elementary**

<b>Title</b>	<b>Annual Salary</b>	<b>Benefits (25%)</b>	<b>Salary &amp; Benefit Total</b>	<b>Notes</b>
Head of School	53,818	13454.5	67,273	
Guide Assistant	32,120	8030	40,150	
Guide	45,526	11381.5	56,908	
Guide	45,000	11250	56,250	
Guide	46,350	11587.5	57,938	
Guide Assistant	35,000	8750	43,750	
Guide	43,260	10815	54,075	
Guide	41,200	10300	51,500	
Guide Assistant	35,020	8755	43,775	
	<b>377,294</b>	<b>94323.5</b>	<b>471,618</b>	



<b>Secondary</b>
------------------

<b>Title</b>	<b>Annual Salary</b>	<b>Benefits (25%)</b>	<b>Salary &amp; Benefit Total</b>	<b>Notes</b>
Lead HS	6,000		6,000	
Lead MS	6,000		6,000	
Post Secondary	65,000	16250	81,250	
Guide, English	42,130	10532.5	52,663	
Guide, History	42,061	10515.25	52,576	
Guide, Science	49,330	12332.5	61,663	
Guide, Math	50,086	12521.5	62,608	
Guide	38,110	9527.5	47637.5	
Guide, Humanities	47,380	11845	59225	
Assistant	37,730		37,730	\$22 per hour
Guide, Math	39,205	9801.25	49,006	
Drama & Spanish	41,097	10274.25	51,371	
Guide, Science	54,000	13500	67,500	
Guide, Math	57,000	14250	71,250	
Music Maker	5,000		5,000	
Culinary Arts	6,500		6,500	
	<b>586,629</b>	<b>131349.75</b>	<b>717,979</b>	

**Exceptional Children**

<b>Title</b>	<b>Annual Salary</b>	<b>Benefits (25%)</b>	<b>Salary &amp; Benefit Total</b>	<b>Notes</b>
EC Coordinator	71,094	17773.5	88,868	
Social Worker	52,530	13132.5	65,663	
Guide	51,288	12822	64,110	
Guide Secondary EC	57,000	14250	71,250	
Substitute	32,688	0	32688	\$18.80 per hour
Adaptive Classroom	54,000	13500	67,500	
Guide Assist	30,900	7725	38,625	
	<b>349,500</b>	<b>79203</b>	<b>428,703</b>	

**Instructional Support**

<b>Title</b>	<b>Annual Salary</b>	<b>Benefits (25%)</b>	<b>Salary &amp; Benefit Total</b>	<b>Notes</b>
Intervention - Testing	46,350	11587.5	57,938	
Music	41,164	10291	51,455	
SPIRE	36,050	9012.5	45,063	
Resource Officer	56,000	14000	70,000	
Health and PE	40,170	10042.5	50,213	
Substitute Teachers			50,000	
	<b>219,734</b>	<b>54933.5</b>	<b>324,668</b>	

**Administration**

<b>Title</b>	<b>Annual Salary</b>	<b>Benefits (25%)</b>	<b>Salary &amp; Benefit Total</b>	<b>Notes</b>
Director, WMPCS	90,000	22500	112,500	
Director, Admin and Reso	80,000	20000	100,000	
Accounting	55,000	13750	68,750	
Administrative Coordinato	45,000	11250	56,250	
Administrative Support	40,000	10000	50,000	
	<b>310,000</b>	<b>77500</b>	<b>387,500</b>	

Operating Budget		
Supplies	Budget	Notes
Classroom	15,000	2K CH; 7K LE & UE; 6K Secondary
Physical Education	5,000	
Curriculum	35,000	4K CH: 13K LE & UE; 11K Secondary; MAPs Reading Fluency 7,000
Administration	15,000	Equipment Plus 8K; 3K other admin
<b>Supplies Budget Total</b>	<b>70,000</b>	
Facilities	Budget	Notes
Utilities - Electric	75,000	
Utilities - Water & Sewage	25,000	
Waste Mgt - GFL	11,000	
HVAC	25,000	
Buildings - General Maintenance - Exterior	10,000	
Buildings - General Maintenance - Interior	10,000	
Custodial	80,000	
Lawn and Grounds	40,000	
Plumbing -General Maintenance	5,000	
Electrician - General Maintenance	5,000	
Summer - Buildings and Grounds	40,000	
<b>Facilities Budget Total</b>	<b>326,000</b>	
Business Services	Budget	Notes
Marketing	15,000	
Legal Services	30,000	
CPA Services	9,000	
Criminal Background Check	800	
Hazard and Liability Insurance	55,000	Morris Insurance, Carolina Mutual Insurance
K-12 system contracts	28,000	Moby Max \$2,287; LINQ \$5,495; MRX \$3,899; MAPS (NWEA) \$7,037; Schoology \$1,200; Grammarly \$3,100
American Montessori Society	6,000	Montessori Professional Development - Membership for all teachers at WMPCS
Training, Workshops, Prof Development	14,000	
Telephone	3,500	
Postage	1,800	
Copier Svcs	20,000	
Technology -Network system	30,000	
<b>Business Services Budget Total</b>	<b>213,100</b>	
Contract Student Services	Budget	Notes
Contract EC Service	10,000	
Contract EC - OT	16,000	
Contract - Speech	50,000	Carolina Therapy
Contract - Psychology	8,000	
<b>Contracted Student Services Budget Total</b>	<b>84,000</b>	
Long Term Debt	Budget	Notes
First Bank - Bldg I HS	103,212	\$8,601 per month (principal and interest) Balance as of Feb 13, 2024 \$1,510,041
First Bank - Bldg II MS	172,908	\$14,409 per month (principal and interest) Balance as of Feb 13, 2024 \$1,585,392
USDA Loan Elem	82,047	One annual payment February 17 (principal and interest); balance as of March 2023 \$997,706
USDA Loan Elem	89,400	One annual payment March 28 (principal and interest); balance as of March 2023 \$908,418
Loan Children's House	200,000	30 year Jumbo Loan \$2,500,000 7% \$6.65 per \$1,000 - \$16,625 per month
<b>Long Term Debt BudgetTotal</b>	<b>647,567</b>	
Sports - Programs	40,000	Coaches, referees, uniforms, equip
<b>Total</b>	<b>1,380,667</b>	



# NORTH CAROLINA DEPARTMENT OF PUBLIC INSTRUCTION

Catherine Truitt, *Superintendent of Public Instruction*

[www.dpi.nc.gov](http://www.dpi.nc.gov)

24 January 2024

Austin Andrews  
2330 Old Bath Hwy  
Washington, NC 27889

Dear Austin Andrews,

On behalf of State Superintendent Catherine Truitt, it is my pleasure to inform you that the Center for Safer Schools School Safety Grant Program has approved your application in the amount of:

<b>School Safety Equipment:</b>	<b>\$51,330.00</b>
<b>Services for Students in Crisis:</b>	<b>N/A</b>
<b>Training to Increase School Safety:</b>	<b>N/A</b>

## **For FY 2023-24 for Washington Montessori**

This award is subject to all administrative and financial requirements, including timely submission of all financial and programmatic reports; resolution of all interim audit findings; and adherence to allowable expenses. Should you not adhere to these requirements, you might be in violation of the terms of this agreement, and the award might be subject to termination for cause.

If you have questions regarding this award, please contact the Center for Safer Schools at [schoolsafetygrants@dpi.nc.gov](mailto:schoolsafetygrants@dpi.nc.gov) (for a quicker response).

Congratulations and we look forward to working with you to help keep our schools safer!

Sincerely,

Karen W. Fairley

## **CENTER FOR SAFER SCHOOLS**

Karen W. Fairley, *Executive Director* | [karen.fairley@dpi.nc.gov](mailto:karen.fairley@dpi.nc.gov)  
6301 Mail Service Center, Raleigh, North Carolina 27699-6301 | (984) 236-2240  
AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER



280 Trace Colony Park Dr  
Ridgeland, MS 39157  
**Phone:** 601.499.2131  
*[www.badgepass.com](http://www.badgepass.com)*

# PROPOSAL

**Prepared for:**

Carol Collier  
Washington Montessori Public Charter School  
2330 Old Bath Hwy  
Washington NC 27889  
United States

**Prepared By:**

Michael Westerfield





BadgePass, Inc.  
280 Trace Colony Park Dr  
Ridgeland, MS 39157  
United States

T: 601.499.2131

Quote #	EST4483
Date	1/29/2024
Expires	2/28/2024
Contact	Michael Westerfield

Prepared for Carol Collier  
Washington Montessori Public Charter School  
2330 Old Bath Hwy  
Washington NC 27889  
United States

## BadgePass ONE Access Project

### One-Time Fees

Item	Quantity	Total
<b>BadgePass ONE Setup Fee (One Time)</b>	1	\$200.00
Includes design and configuration of apps, printing rules, user permissions and up to three (3) card designs.		
<b>Hardware Support Agreement</b>	1	\$1,095.00
One-Time Subtotal		\$1,295.00

### Recurring Fees

Item	Quantity	Total
<b>BadgePass ONE Subscription (up to 200 Records)</b>	1	\$360.00
A base subscription is required and includes the following: <ul style="list-style-type: none"> <li>· Hosting of cardholder data at secure hosting facility</li> <li>· Database up to 200 records</li> <li>· Web Portal Access</li> <li>· Flat file data import functionality</li> <li>· Automated billing</li> <li>· Mobile app functionality and desktop app functionality</li> <li>· Premium remote support</li> </ul>		
<b>Printer Connection</b>	1	\$300.00
Basic subscription includes MobilePrint and GoPrint. A printing subscription is required for each IOT connected printer. Requires purchase of Connect card printer.		
<b>Reader Connection Fee</b>	14	\$322.00
Includes the connectivity, remote support, and updates to the Reader Controller. A Reader Connection Fee is required for each Connected Reader Controller.		

\* Recurring fees billed annually with 1 upfront payment(s).

Recurring Subtotal \$982.00



**Hardware**

Item	Quantity	Total
<b>BadgePass Reader - Controller (Full Size / Multi-Tech)</b>	14	\$19,950.00
Includes: Reader, ASM and Pigtail		
Customer will provide POE switch required for reader.		
<b>BadgePass Connect Printer</b>	1	\$2,688.00
Card printers purchased for use with the BadgePass ONE system require an active Printing Subscription.		
<b>BadgePass Connect Printer Smart Card Upgrade</b>	1	\$767.00
<b>BadgePass Connect Printer Dual Sided Activation Key</b>	1	\$471.00
Hardware Subtotal		\$23,876.00

**Supplies**

Item	Quantity	Total
<b>BadgePass Connect Printer YMCKO Print Ribbon (300 Prints)</b>	1	\$126.00
<b>BadgePass SmartCard (Composite) - 50/ct</b>	4	\$1,054.00
<b>BadgePass Printer Cleaning Kit (5 adhesive Cleaning Cards, 5 Alcohol Cleaning Swabs)</b>	1	\$40.00
Supplies Subtotal		\$1,220.00

**Third Party Fees**

Item	Quantity	Total
<b>Third Party Install (Hardware Components)</b>	14	\$28,000.00
This price is an estimate based on standard Preferred Integrator pricing. All installation services, wiring and additional access hardware items will be provided by Preferred Integrator with appropriate licensing in your state. These items will be quoted and invoiced separately by Preferred Integrator.		

Third Party Subtotal \$28,000.00

*This could be variable*

<b>Total One-Time</b>	<b>\$54,391.00 USD</b>
<b>Total Recurring</b>	<b>\$982.00 USD</b>
One-Time	\$54,391.00
<u>Recurring Up-front</u>	<u>\$982.00*</u>
<b>Total Up-front</b>	<b>\$55,373.00 USD</b>

*\*Recurring fees billed annually with 1 upfront payment(s)*

**ACCEPT QUOTE**

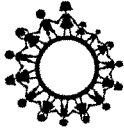
**Terms and Conditions**

Taxes and shipping not included in price estimate.

Upon acceptance of this quote, a BadgePass ONE account will be created with an initial user. The initial user will receive an e-mail to activate the account and add payment method (credit card or ACH). Payment will be automatically processed when subscription agreement and any printer plan agreement(s) are signed during account activation. The account's billing cycle will be set to the date when the master agreement is signed. If printer plans are added at a later date and/or subscription package is adjusted through the portal, payment for those changes will occur at that time.

Printer plan overages and/or subscription overages will be charged monthly on the billing cycle date established during account creation following the month they occurred in.

Customer must provide a DHCP-enabled ethernet connection with internet access for the Connect card printer to work correctly. If MAC filtering is enabled, the customer will need to add the Connect printer's MAC address to the network's allowed devices list to enable use. Please contact our technical support team with any questions or concerns on connectivity



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**Meeting Motions**  
February 15, 2024

1. **Approval of the revised WMPCS Parent Handbook**
2. **Approval of Badge Pass Quote for upgrade of the electronic door lock system**
3. **Approval of the process of the income supplement**