

**ISLAND MONTESSORI CHARTER SCHOOL  
BOARD OF DIRECTOR'S MEETING MINUTES  
06.20.18**

**Meeting Location:** IM Charter School, 6339 Carolina Beach Road, Wilmington, NC 28412

**Time:** 7:00pm

In attendance: Dan, Christina, Melinda, Rainey, Jill, Elizabeth, Michael D, and Jeremy (Kari via phone)

Staff in attendance: Brian, Carrie, Lara, Alicia

Absent: Eric and Michael R.

Visitors: None

Melinda motioned to open the meeting, second by Jill. The motion to open the meeting was unanimously approved by the board. Island Montessori Charter School meeting was called to order at 7:04pm by Dan.

**2 Minute Visitor Comments:**

None.

**FSA Liason:**

None.

**IMS MISSION STATEMENT**

The mission of Island Montessori Charter School is to enable children of diverse backgrounds to learn and grow at their own pace by offering a developmentally appropriate and challenging academic Montessori environment that models grace and courtesy and fosters a peaceful community of lifelong learners.

**Meeting Agenda:**

Eric motioned to approve the meeting agenda, second by Melinda. The motion to approve the meeting agenda was unanimously approved by the board.

**Previous Minutes:**

Melinda motioned to approve the May 16th minutes. Second by Eric. One suggested amendment of adding Elizabeth to the attendance list. The motion to approve the May 16th minutes was unanimously approved by the board with the suggested amendment.

Melinda motioned to approve the May 16th closed session minutes. Second by Kari. The motion to approve the May 16th closed session minutes was unanimously approved by the board.

**Academic Update:**

- NCVPS students all performed well in their Math 1 course. They were successful on their EOC. We have enough money for 7-8 students to enroll next year.
- Lara's summer work will be curriculum planning for Lower Elementary. Using the ETC Montessori pacing guides, the AMI Material and CCSS tables a calendar will be created.
- PowerSchool- Lara is working on working through the state spreadsheet of standards to align our Montessori in PowerSchool. This will be designed to take place of current progress reports, using standards-based grading- mastery. Middle School has been using this, and we have been refining its best use. The goal is to have this ready for January progress reports.
- Lara talked with an AMS consultant about our current status in affiliation/accreditation. Really helpful conversation- and will be a nice guide for us in the future.
- Local arts Foundation on the Island is awarding Becca \$750 to use for her arts program. Reagan

will be meeting with them as well to potentially receive grant money as well.

- We have honey! And it is good! Queens are also looking good! We might be able to sell them and honey very soon.

### **Head of School Report (Brian):**

#### **Enrollment update for 2018-19 school year**

- K-27, 1-27, 2-24, 3-24, 4-24, 5-24, 6-24, 7-24, 8-21 for a total of 219.

#### **Student Discipline Reports**

- None.

#### **Data for Reporting/Discussion:**

##### **Compliance Reporting**

- Crisis plan will be complete for the August board meeting. ALICE training for staff in August (teacher work day).
- Creating PD Planning protocol to be used by staff.

#### **(Children's School)**

- Brian has everything ready to go and just waiting on how to pay.
- Brian will get a plumbing quote for adding hot water option to classroom sinks.
- Electrician in last Friday, hardware in place for plumber.
- Getting quotes for gutters.

#### **Facility Update (Charter)**

- Painting of the exterior of middle, hallways of main building, and main building bathrooms.
- Seeding of the playground and PE field trip.

#### **Professional Development**

- Lara, Casey, and Carrie going to Global Conference in June.
- Brian and Brittany to State Financial Meeting in July.
- Brian to Greenville for management training in July.

#### **Current Vacancies for next year**

- Staff contracts slated for closed session.

#### **Financial Report (Treasurer's Report - Kari)**

- Money in Crescom Account: \$419,566
- Money to draw from the state: \$0
- Ending the year in black.

#### **Strategic Plan update - State Plan**

No update.

#### **Board Strategic Plan**

None.

#### **Special Board Projects:**

None.

#### **Executive Committee (EX):**

None.

**Grant Committee:**

None.

**Finance Committee:**

Given in conjunction with HOS Report.

**IT:**

No new updates.

**Nutrition/Lunch Program:**

Christina updated the board with the current status of potential vendors. We are looking good but they still need to finalize proposals so we can move on to menu selection ASAP. Hope to have another update at next month's meeting.

**After School Specials:**

No new updates.

**Beautification Committee:**

No new updates.

**HR/Policies and Procedures:**

No new updates.

**Marketing:**

No new updates.

**OLD BUSINESS/NEW BUSINESS:**

**OLD BUSINESS**

- Year of the Teacher Committee: Rainey shared the Year of the Teacher Timeline for next year.
- Diversity Committee: Melinda and Lara had their first meeting with great turnout. Looking forward to more.
- End of year staff appreciation: Various discussions regarding the best way to host an appreciation lunch.
- **2018-2019 Director Nominations:** Dan presented the slate for next year, which will remain the same and we will ask for a board vote in July.
  - President - Dan
  - VP - Melinda
  - Secretary - Christina
  - Treasurer - Kari

**NEW BUSINESS**

- **School Safety Discussion** - Various discussions on how to remain proactive and communicate clearly with parents.
- **Summer campus improvements**
- **Labyrinth** - Jill will update the board on the additional cost once we know grant status.

**CLOSED SESSION:**

Melinda motioned that the board go into closed session to discuss personnel contracts pursuant to General Statute 143-318.11 (a) (5). Second by Michael D.. Board went into closed session at 8:11pm. The board came out of closed session at 9:11pm and voted on the following:

- Jeremy made a motion to offer personnel contracts as presented by Brian. Second by Jill. The board voted 7 and one abstention (Melinda) to approve the motion to offer personnel contracts as presented by Brian.
- Melinda made a motion to offer Brian a 2% performance raises and 2% raise based on scale, second by Jeremy. The board members voted 7 and one abstention to approve Brian's 2% performance raises and 2% raise based on scale.

Melinda motioned to adjourn the meeting, second by Rainey. The board unanimously approved to adjourn. Meeting was adjourned at 9:15pm.

**REMINDERS:**

- **Next board meeting is Wednesday, July 18th, at 6:00pm, at the Charter School**
- **All committee reports are due by Friday, July 13th, 2018[PDF Format Please!]**

**Upcoming Events:**

- 8/17 New Teacher Orientation
- 8/20 First day for staff