

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTOR'S MEETING MINUTES
04.19.17**

In attendance: Melinda, Christina, Eric, Rainey, Michael, Jill, Dan, and Johnathan

Staff in attendance: Brian and Lara

Absent: Jeremy

Visitors: Kristen Dunn

Christina motioned to open the meeting, seconded by Rainey. Island Montessori Charter School meeting was called to order at 7:44pm by Melinda.

Melinda welcomed our new Treasurer, Johnathan, to the board.

Previous Minutes:

Christina will send March minutes to the board tomorrow via email for an approval so they can be posted online.

2 Minute Visitor Comments:

None.

FSA Liason:

None present.

Academic Committee (Lara):

Lara presented the board with an update on how she and the staff are organizing and using NWEA results (for teacher's planning purposes) and how to apply Montessori work that applies to each student's individual results. Very impressive!

Lara also shared some photos of our students and their service learning projects that were completed to date. These photos will be shared on Facebook.

Head of School Report (Brian):

Enrollment update 2016/2017 school year Charter School

- K-24, 1-22, 2-21, 3-23, 4-23, 5-25, 6-23, 7-15, 8-22 for a total of 198
- **Enrollment for next year is full except for 8th grade; short 7.** There are 5 students on the waitlist for 7th grade. Melinda motioned we let Brian discuss with teachers and make a decision about taking 1-5 students on the waitlist. Second by Jill. Approved unanimously.

Financial update

- Current cash in bank: \$336,366
- Cash able to draw \$213,999
- Please see attached 2017/18 budget

Facilities

- Trees have been removed and it seems we have some ducks on our property!
- Brian presented some line items in the budget for the new facilities next year.
- Brian sent out an RFP for cleaning/maintenance/yard work this month.
- Site work has started for the new campus – thank you Mr. Shuttleworth. Children's School building is coming along. Site preparation has begun. We are considering a new vendor, Vanguard. We hope to sign a contract soon and our timeline to open on time is going to be very tight.

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Credit Card Charges

Total Charges ytd = \$786.40

For each \$635 swiped we are charge \$17.00 2.75%

For each \$635 keyed in we are charged \$22.00 3.5% + \$0.15

Board discussions ensued regarding costs and if we should implement a convenience fee for next year.

Jill made a motion to put off charging the convenience fee until next year and end all keyed in credit cards, absent in emergency/extreme circumstances, second by Melinda. Board voted 6-2 in favor with Jill and Christina opposed. Melinda proposed we visit this topic again in October.

Personnel

- The board approved Korall Gilbert as the full time TA for Ms. Libby's classroom.

Lottery

None

Executive Committee:

See attached minutes.

EC

None.

Grant Committee:

Work on Wilmington date is Saturday, April 29th. We need as many volunteers as we can get to make this work day possible Brian will send out a reminder email.

Finance Committee:

Given in conjunction with HOS Report.

Development/Fundraising Committee:

No new updates.

IT:

No new updates.

Nutrition/Lunch Program:

Jeremy updated that WF has added Pizza Wednesdays. (Jeremy will get an update from Brittany to see how it is going and see if it increased the amount of lunches ordered). He will update more at the next meeting.

After School Specials:

Brian presented the board with a draft after school financial plan to see if it is a viable option for us to offer after school care. Various conversations ensued regarding the after school proposal presented by Brian. Board members shared their concerns and their support. Brian was directed to survey the current parents at the children's school and incoming families for next year before we go any further. Update at the next board meeting.

Beautification Committee:

No new updates.

HR/Policies and Procedures:

No new updates.

Marketing:

No new updates.

OLD BUSINESS/NEW BUSINESS:

Lara updated the board with ideas for an 8th grade graduation present. The board loved the ideas and Jill will help with some of the logistics.

CLOSED SESSION:

None.

Meeting adjourned at 8:44pm.

REMINDERS:

- Next board meeting is Wednesday, May 17th, at 6:00pm, at the Charter School
- All committee reports are due by Friday, May 12th, 2017[PDF Format Please!]

Upcoming Events:

- April 29 – Healthy Kids Day @ Empie Park, 9:30am-1pm
- April 29 - Story Extravaganza, 9am-11am, Performance by UL students at 9:30am, Northeast Regional Library off Military Cutoff
- April 29 – Work on Wilmington Work Day @ The Charter campus – Need lots of volunteers!
- April 30 – starting at 11am, 1st Annual Kickball Tournament @ Mike Chappell Park, Carolina Beach
- May 5 – 5:30-7:30pm, Little Hands Art Show and Picnic @ The Children's campus