

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTORS MEETING MINUTES
04.21.21**

Meeting Location: 6339 Carolina Beach Rd., Wilmington, NC 28412
Time: 7:00PM

In attendance, via Zoom and in person: Eric, Melinda, Renae, Jill, and Michael
Staff in attendance, via Zoom: Alicia, Brian, Carrie, Susan, and Judie
Absent: Kari and Molly

Guests: No guests

Carrie started by reading the Mission Statement:

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.

Alicia announced that this meeting would be recorded and archived. She emphasized that it is a public meeting and stated that if anyone would like to view the video archive, they may request it from the front office. Eric motioned to open the meeting, seconded by Melinda. The motion to open the meeting was unanimously approved by the board. The Island Montessori Charter School board meeting was called to order at 7:10PM, by Eric.

2 Minute Visitor Comments: There were no visitors

FSA Liaison (Eric gave announcement):

Focused on the Turtle Trot, looking to plan for dates and themes for next year. Teacher appreciation week May 3-7th. Gave shoutout to Jill for all her help with the Trot this year.

Meeting Agenda:

Melinda motioned to approve the meeting agenda, seconded by Jill. The motion to approve the meeting agenda was unanimously approved by the board. *amended to add Academic Committee to the approved agenda

Secretary vote: Jill made motion; Michael seconded the vote for Renae to be board secretary after resignation of Melissa

Previous Minutes:

We will postpone voting on the minutes since they were added to the folder a little late for everyone to review. Will vote next month on both sets of minutes.

Board Recognition/Shout Outs:

Shout Out from Melinda to Jill: 1) When she finds out anyone is needed in our school community, she is the first one to call to action to help all the families. Melinda appreciates how great you are at that. Jill is doing an amazing job helping with the Tinted Turtle Trot. Super Shout out, keep up the good work!

Communications Director Update (Blair): Take out Tuesday has been a great, easy way to do fundraising. Updates on the website include job positions and Alicia's newsletter. Yearbook's can be pre-ordered through next week. Keep promoting and sharing the registration for Turtle Trot.

Covid Update/Reopening:

OPTIONS FOR RETURNING:

Academic Update (Susan):

Teachers observe what a day in the life of the child is like. Tours from people that are moving over the summer and want to get on the waiting list.

HOS Report (Alicia)

Grade Level Active Enrollment:

Kindergarten: 25, 1st Grade: 24, 2nd Grade: 23, 3rd Grade: 23, 4th Grade: 23, 5th Grade: 24, 6th Grade: 20, 7th Grade: 22, 8th Grade: 20, Total: 204

Starting to get enrollment forms back in which are due March 30th.

Student Discipline Report:

No incidents to report.

Data for Reporting/Discussion

1. Academic Achievement

Goals for 2020/2021

- 1. Increase growth for all students with differentiated instruction in Montessori Lessons driven by data/observations*
- 2. Provide meaningful learning opportunities for all students during remote learning times*
- 3. Strengthen all aspects of math especially at the Upper Elementary*
- 4. Strengthen all aspects of reading at K-3 level.*
- 5. Improve MTSS*
- 6. Teach **perspective** in all learning opportunities as part of mindfulness*

1. Mission Based Program and School Improvement Initiatives Updates

- Staff continues to with EC Coordinator to review data points, tier support and documentation
- The Academic Committee met to review year of, bridging ceremonies, parent conferences, progress reports, vertical planning, lesson sharing
- Re-enrollment forms have been completed. Spots for families choosing not to return are being filled
- Year of 2021-2022 being the focus roots/fundamentals. This will be about getting back to our mission, our philosophy and making our core solid.
- Strategic plan review that Alicia presented to the board
 - Goals include 1) academics, 2) teachers, alumni, technology 3) community involvement 4) culture, budget, adult learning 5) campus beautification 6) board 7) finance
- Staff updates: Two new positions to be considered:
- 1) part time reading interventionist
- 2) full time community connections coordinator a) service learning b) marketing/social media c) fundraising
- Staff replacements coming: Upper EI Lead, Teacher Maintenance Person, TA (possibly 2)

Action to approve Alicia to advertise and hire for the above positions: Melinda made motion - Eric seconded unanimous vote

Ms. Maddie, the middle school TA will be taking on the role of the Environmental Education Teacher

Jill inquired about the Environmental Program and would like to see the goats back on school grounds for Fall 2021. Alicia states that this would be too much this year.. Jill has requested this to be considered, and will follow up at the May meeting.

Can we Grow?: Requesting the board approve funds for an engineer to come review our land and determine where we are able to grow our school. We are looking for the following spaces: Auditorium (PE and Music), two classroom modulars (specials/EC), Outdoor classroom space. This will be to determine how much pervious and impervious surfaces are left to be allowed to be used in certain ways.

Action: Jill made motion to approve \$1500 to pay for engineer and survey for above, Renae seconded the motion. Vote was unanimous

UNCW agreement: allows field experience and student teachers. Alicia stated it is for a 3 year professional development contract and needs board approval.

Action for approval: Melinda made the motion to approve the agreement with UNCW, Renae seconded the motion. Vote held and was unanimous.

1. Facility Update

- Sun shades are being reattached.
- outdoor spaces are being worked on(shade)
- Sprinklers have been turned on and the lawn crew has been out to mow and weed whack.
- Snakes and bees and turtles - oh my!

1. Compliance Reporting

- Grant follow-up and documentation is being completed as needed
- Attendance letters and meetings are being scheduled for those that need them.

1. Professional Development

- Administration is working on plans for PD for next school year. Calendar and ideas are being drafted to be reviewed with Academic next month.

Calendar was mentioned by Melinda and seconded by Eric, motion passed unanimous

Brittany is going to work with Boonli set up the school lunch program over the summer so that is up and going over the school year

After School Program: looking at Alpha Best to contract for an after school program for Children's School as well as the Charter School. Alicia is meeting with the company to work out contracts and then will present to the board when that is set. Michael will review the contracts.

Financial Report (Treasurer's Report – Brian)

Bank: \$494,441

Live Oak: \$251, 913

NBKC: \$250,478

No issues to report at this time

Strategic Plan update – State Plan:

No update.

Board Strategic Plan:

No update.

Special Board Projects:

No update.

Executive Committee (EX):

No update.

Grant Committee:

No update.

Finance Committee:

No update.

IT:

No update.

EC:

No update.

Nutrition/Lunch Program:

No update.

After School Specials:

No update.

Outdoor Committee:

HR/Policies and Procedures:

Marketing:

No update.

Diversity Update:

Melinda mentioned there is training this weekend on diversity. All presenters had written on topics about diversity and one of the instructors was a Montessori teacher.

Latoya sent a question to Melinda about defining your culture before you go anywhere. How do we define the culture of IMS?

Board members listed some ideas of how **add in everyone's list of ideas of **GET from Melinda and others

Alicia –

Eric-

Susan -culture of caring and lifelong learning and how it is lifelong flourishing

Jill – develop ownership of their community and environment, allowing children the dignity to develop at their own developmental pace. Preparedness for life.

Brian – unselfish learning, teaching kids to be unselfish through grace and courtesy. Falls into caring, learn info to help others, why we teach is to have the kids go make the world a better place and that means unselfish. Makes IMS uniquely better.

Michael – diversity, addressing social media starting even at preschool age

Melinda –love, caring, honesty, equality, openness

Renaë – peace within the child, peace with each other as classmates and teachers and out in the world.

Carrie – inviting the children to learn about the world, cultures, and people and that everyone is equal. They learn about all the continents.

Update on separating the 2 schools more as far as the board and 501(c)3. Melinda, Alicia, Carrie working on that to make recommendations regarding that.

Alumni Committee:

No update.

OLD BUSINESS/NEW BUSINESS:

Old Business:

New Business:

Insurance update:

Memo from the attorney discussion about the health insurance for Children's School

Michael thinks the attorney Long acknowledged the asset that the children's school is to the charter school. The memo from the attorney reiterates how important

A Motion was made by Michael Davenport [and seconded by Eric Jelinski] that the Children's School (and Charter School)

Board of Directors – in reliance upon the April 20, 2021 MEMORANDUM of its independent legal counsel, Steven B. Long –

resolve to continue its practice of providing State Health Plan benefits to all Children School teachers and administrative

employees, with (i) such to be solely funded hereafter (effective retroactively) by earmarked Charter School reimbursement

monies from New Hanover County, and with (ii) the exact amounts of such contributions to be hereafter subject to separate deliberate and resolution by this Board.

Vote held and motion passed with unanimous vote.

Jill brought up the 8th grade formal. It will be planned and hosted by parents as an offsite, non school sponsored event.

Alicia brought up the bridging ceremony, with a very limited audience and staggered start and end times. Will be on 27th for the Lower El and Upper El during the morning and afternoon and then 8th graders will be in the evening. Bricks will be purchased for the 8th graders.

Melinda motioned to adjourn the meeting, seconded by Eric. The board unanimously approved to adjourn. Meeting was adjourned at 8:08PM.

REMINDERS:

- Next board meeting is Wednesday, May 19th 2021, at 7:00PM, in person and via Zoom.
- Next Executive Committee meeting is Thursday, May 13th, 2021, at 10:00AM, via Zoom.

Upcoming Events:

Turtle Trot

Bridging Ceremony

ACTION STEP ITEMS:

None