

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTORS MEETING MINUTES
04.08.20**

Meeting Location: Virtual, via Zoom
Time: 7:00pm

In attendance: Eric, Melinda, Michael D., Jill, Melissa, Dan, Rainey, Molly, Michael R., Kari, and Elizabeth

Staff in attendance: Brittany, Carrie, Brian, Lara, Alicia

Absent: None

Visitors: None

Rosander motioned to open the meeting, second by Rainey. The motion to open the meeting was unanimously approved by the board. The Island Montessori Charter School board meeting was called to order at 7:03 PM, by Eric.

2 Minute Visitor Comments:

None.

FSA Liaison (Melissa):

Currently, the Tinted Turtle Trot has been tentatively rescheduled for June 7th. The 30 Day Freak Out Party has been tentatively rescheduled for May 15th. All other FSA events are currently on hold, due to the COVID-19 pandemic.

IMS MISSION STATEMENT

The mission of the Island Montessori Charter School is to offer a developmentally appropriate and challenging Montessori academic environment that models grace and courtesy, and empowers children of diverse backgrounds to learn and grow, each at his or her own pace, in a peaceful community of lifelong learners.

Meeting Agenda:

Melissa motioned to approve the meeting agenda. Second by Eric. The motion to approve the meeting agenda was unanimously approved by the board.

Previous Minutes:

Molly made a motion to approve the February minutes. Second by Elizabeth. The motion to approve the February minutes was unanimously approved by the board.

Communications Director Update (Blair):

No update at this time.

Academic Update (Lara):

Lara presented on our new distance learning platform, Google Classrooms, which is up and running. Though the academic team approached the virtual classroom design knowing that it

could not match the experience of being physically present within a Montessori classroom, the same Montessori philosophies were applied. Week one focused on getting to know the new virtual environment, and week two was dedicated to building community. Teachers observed- and are adjusting the online environment as needed.

BOD Recognition:

Melinda highlighted the achievements of our administrative faculty this month. She lauded Brian, Carrie, Brittany, Alicia, and Lara for their immense commitment and attention to the success of our new distance learning platform, as well as their speed and preparedness in launching it. She also commended our teachers for the incredible work they are doing in designing, implementing, and supporting our new online learning system.

Melinda also thanked Michael Davenport for his never-ending legal support. Melinda indicated that again, during this crisis, Michael has assisted us with a number of legal issues, and has done so graciously and in a much needed timely manner.

HOS Report (Brian):

Grade Level Active Enrollment:

Kindergarten: 27, 1st Grade: 26, 2nd Grade: 25, 3rd Grade: 24, 4th Grade: 24, 5th Grade: 23, 6th Grade: 23, 7th Grade: 23, 8th Grade: 23, Total: 218

Openings: Kindergarten: 14, 2nd: 1, 6th: 1, 7th: 1, 8th: 1.

Student Discipline Report: Nothing to report.

Updates on Goals/Issues for Discussion

1. Academic Achievement

Goals for 2019/2020

1. Increase growth for all students with differentiated instruction in Montessori Lessons driven by data/observations
2. Strengthen all aspects of math especially at the Upper Elementary
3. Strengthen all aspects of reading at K-3 level.
4. Improve MTSS
5. Mindfulness

Families and students are on our Google Montessori Platform. All meetings are being conducted through Zoom. Teachers and TA's all are holding office hours daily.

Data for Reporting/Discussion

2. Mission Based Program and School Improvement Initiatives Updates
Year of MINDFULNESS 2019/2020

3. Facility Update

- Cleaning crew still on. They are scrubbing the carpets and doing detail work like cleaning blinds and all windows.

- Hurricane shutters hardware is up. We are ready for the next storm.
- Landscaping crew has seeded both playgrounds and the field next to Upper Building (great growing season with not little feet to hurt it). Sprinklers are up and running. Grow Grass Grow!
- All buildings are shut down. Hoping to save cost on water and electric bills during this time.

4. Compliance Reporting

- Nothing to report at this time.

5. Professional Development

- Nothing to report at this time.

Financial Report (Treasurer's Report – Kari)

- Money in Crescom Account: \$230k (County has been ordered by state to keep making payments to us through this time).
- Money to draw from the state: \$145k which will cover April's payroll and expenses.
- We have moved \$250k to Live Oak.
- As of today waiting for NBKC to transfer another \$250k into an account there.
- We have the application ready to go for a SBA Paycheck Protection Plan loan.

Strategic Plan update – State Plan:

No update.

Board Strategic Plan:

No update.

Special Board Projects:

No update.

Executive Committee (EX):

None.

Grant Committee:

The Grant Committee has several grants pending and in development at this time. Our W.O.W. grant work day, scheduled for April 25th, has been postponed until a later date. Ms. Sally Peterman was awarded a grant of \$162 From the IntraCoastal Teacher's Fund, for educational books.

Finance Committee:

Kari made a motion to open an account with NBKC Bank. Eric seconded the motion. The motion to open an account with NBKC Bank was unanimously approved by the board.

Melinda made a motion to apply for a SBA PPP loan. Melissa seconded the motion. The motion to apply for a SBA PPP loan was unanimously approved by the board.

IT:

The use of Zoom was discussed. Jill made a motion to continue the use of Zoom until the next meeting, with the caveat that administration contact our community, alerting them of potential privacy hazards while using the software. The administrative staff, headed by Lara, will facilitate teaching the teachers about ZOOM privacy issues and responses at grade level meetings. She will then assist with effectuating safety passwords in the classrooms as needed. Teachers will be trained on response to any problems and who to report to if there is a problem. Rainey seconded the motion to continue the use of Zoom until the next meeting.

EC:

No new updates.

Nutrition/Lunch Program:

No new updates.

After School Specials:

No new updates.

Outdoor Committee:

No update.

HR/Policies and Procedures:

No new updates.

Marketing:

No new update.

Diversity Update:

No update.

Alumni Committee:

No new update.

OLD BUSINESS/NEW BUSINESS:

Old Business: None.

New business: The focus of the board's energy for the next several months will be on finance and academics. Most else will be secondary.

CLOSED SESSION:

There was no closed session.

Melinda motioned to adjourn the meeting, second by Dan. The board unanimously approved to adjourn. Meeting was adjourned at 8:03PM.

REMINDERS:

- Next board meeting is Thursday, May 7th, 2020, at 6:15 PM, via Zoom.
- All committee reports are due by Friday, May 1st, 2020 [PDF Format Please!].

Upcoming Events:

- No upcoming events.

ACTION STEP ITEMS:

- Brian to research WebEx, or other virtual meeting software.