

ISLAND MONTESSORI CHARTER SCHOOL

BOARD OF DIRECTORS MEETING MINUTES

12.15.21

Meeting Location: 6339 Carolina Beach Rd., Wilmington, NC 28412

Time: 6:05 PM

Board Members Present: Melinda, Eric, Kari, Renae, Miranda, Pamela, Whitney, Nicole, Michael, Jill and Jeremy

Not in attendance: Michael, Jill

Staff in attendance: Alicia, Carrie and Brian.

Eric started the meeting by reading the Mission Statement:

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.

2 Minute Visitor Comments:

Public comment was opened, there were two guests via Zoom.

Chad Richmond gave remarks

Jackie Taylor gave remarks

FSA Liaison (Kari):

Burrito shake take out fundraising tonight

Looking for help with the Tinted Turtle Trot and for sponsors for the event

Meeting Agenda:

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

Previous Minutes:

Melinda motioned to approve the previous months minutes inclusive of the suggested edits, Pamela seconded. Unanimously approved.

Covid/mask policy:

Alicia has edited the Covid School Handbook. Changed all the verbiage that the masks are optional instead of mandatory. Updated the book page 7 chart for children returning to school from exposure. New column about what to follow if student has been vaccinated since that is recent new option.

Discussion around the timing of how long the children have to stay out of school when vaccinated versus unvaccinated as far as quarantine time.

Melinda made motion to pass the updated Covid handbook and that it will be examined and updated as needed each month. And Eric seconded the motion. Motion carried unanimously.

Communications Director Update (Blair):

Covid Update/Reopening:

Voted on covid handbook and had some discussion around quarantine times recommended in the school toolkit from the state.

Diversity committee:

No update

Marketing Update: None

Fundraising Update: None

Academic Update (Susan):

Skipped for this month.

HOS Report (Alicia):

Enrollment

Grade Level	Active Enrollment
Kindergarten	27
1- Grade	25
2- Grade	23
3- Grade	24
4- Grade	24
5- Grade	24
6- Grade	24
7- Grade	17
8- Grade	18
Total	206

Student Discipline Report

School Discipline Goal: Make all consequences a learning moment!

Month	In School Suspension # students / # days	Out of School Suspension # students / # days	Incident reports to office Major/minor
August	0	0	0

September	0	0	0
October	0	0	0
November	0	0	0
December	0	2/2	1/3
January			
February			
March			
April			
May			

Important Dates:

- January 3rd - Return to school
- January 6th - 1st Parent Lottery Night
- January 14th - end of first semester - Full Teacher work day - no students
- January 17th - MLK - NO School
- January 19th - Board Meeting
- January 21st - Progress Reports go home

Updates on Goals/Issues for Discussion

Data for Reporting/Discussion

1. Academic Achievement

Goals for the 2021/2022 School Year

- Increase growth for all students with differentiated instruction in Montessori lessons driven by data/observations
- Strengthen Montessori philosophy and practice in the classroom and our whole school environment
- Strengthen all aspects of reading, specifically for staff and students K - 3
- Strengthen all aspects of math, specifically for staff and students in Upper Elementary and Middle School
- Improve school wide MTSS process around progress monitoring, observations, and quantifiable data.

1. Mission Based Program and School Improvement Initiatives Updates

- Charter Renewal Update: Self-Study was submitted and waiting on next steps
- Interventions and progress monitoring are continuing with groups in and outside of the classrooms.
- Teachers are working to incorporate all holidays around the world within their classrooms in a variety of ways. The door decoration contest was very student involved this year.
- Training around the solar panels happened with Tara and myself. We will be working with staff to introduce to students and create units around solar energy.

1. COVID Update

- IMS continues to work with NHC DHHS as well as follow recommendations set in the NC School Toolkit.
- COVID numbers are rising in the state and the county.
- The state is requiring a face covering policy be approved by the board and reviewed each month.

- We have not had the need for our Quarantine Google Classroom but it is still ready to go for if/when it is needed.

1. Communications Update

- SEE the google doc from Blair

1. Marketing Update

- *Posters are printed and ready to go for Lottery Parent information nights. Also running an ad in Wilmington Parent. Met with staff to determine ability to have some in person. Great discussion came from this and we will be moving forward with the first two via zoom and the second two face to face.*

1. Facility Update

- Fire ants are returning from warmer days
- Pergolas were installed in place of the sunshades. It is not as shady now but it is a more permanent structure that will benefit over time.
- The AC unit for the main building went down in the multi-purpose room. Wilmington Air came out to service and fixed the issue.
- We are utilizing a grant from NC Outdoor Heritage Advisory Council to begin purchasing benches for the outdoor classroom and have a company come quote for proper sizing and installation of the sunshades.

1. Compliance Reporting

- All required reports are being submitted as needed.

1. HR/Policies & Procedures Update

- Face Covering Policy revisit
- COVID guidebook

1. Professional Development

- *Working to schedule PD for January and February with guest speakers to come and work with our staff.*
- *Starting in January New Hanover Resilience Task Force and Community Care of Lower Cape Fear will be coming to do Training and coaching with our staff around resiliency.*
- *Whitney came to do an Epipen training with the staff this week*

1. Strategic Plan Update

- The Admin and Academic Committee will be working through an Essential Elements Rubric from National Montessori For the Public Sector. This will help build the work of reviewing and rewriting the Strategic Plan in the 2022-2023 school year.

1. IT Update

- We had an issue with a chromebook but it has been recycled. John is working to correct some form errors as well.

1. EC Update

- Currently, there are 43 EC students with 4 referral for services and 2 that have been exited - *That is 21% of our student population.*

1. Nutrition/Lunch Program Update

- Lunch program is running well. We currently have 21 students who qualify for free and reduced lunch. 18 are currently ordering either for free or at a reduced cost. However, we are not covering the cost of those free and reduced lunches with the orders from other students. We will be marketing the lunch program more starting in January.

1. After School Program Update

- Alphabest is up and running with aftercare. Numbers are low on some days and higher on others. The program has been running well.

Financial Report (Treasurer's Report – Kari):

December Monthly Bank Numbers:

Checking: \$338,270

Live Oak: \$252,786

NBKC: \$250,574

The state has not provided final funding amounts, but this information is expected by the end of the week. Funding will include money designated for teacher bonuses in January, but we don't yet know the details of how it will work or how much will be allotted.

Since the lunch program is not making enough money to fully cover the costs of free and reduced lunch, this may need to be addressed at some point in the school's budget.

OLD BUSINESS/NEW BUSINESS:

Old Business:

Brian gave update on the building design and the outdoor classroom. Brian is hoping to get bid prices from the contractors by end of December.

New Business:

Melinda gave update about Miranda going after grants from Costco, Aldi, Coldwell Banker Sea Coast Advantage

Kate working on virtual auction with goal of getting 100 items donated. Melinda challenged each Board member to donate at least one item or get an item donated from a local business

Becky and Emily started a Go Fund Me account for getting new furniture for all 3 Children's School classrooms. So far \$1,000 committed and \$3,000 in the budget. The total amount needed is \$15,000 for Children's School to outfit all 3 classrooms.

Melinda will be working on the scholarship plan with Brian and Alicia

Melinda motioned that the board go into the closed session, Eric seconded the motion at 6:42pm
Returned from closed session at 6:45pm

Eric made motion to adjourn the meeting, seconded by Jeremy. Unanimously approved. Meeting was adjourned at 6:46pm.

REMINDERS:

- Next Executive meeting is Thursday, January 13th at 10:00 a.m.
- Next Meeting – Wednesday, January 19th at 6:00 p.m via Zoom

Upcoming Events:

ACTION STEP ITEMS: