

# ISLAND MONTESSORI CHARTER SCHOOL BOARD OF DIRECTORS MEETING MINUTES

09.16.20

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

In attendance: Eric, Melinda, Michael D., Jill, Melissa, Dan, Renae, Kari, Melissa  
Staff in attendance: Carrie, Brian, Alicia, Lara  
Absent: Molly, Michael R.

Guests: *Anna Lee*, who thanked the board for their work and expressed interest in learning about reopening plans and options.

Alicia announced that this meeting would be recorded and archived. She emphasized that it is a public meeting and 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 7:00PM, by Eric.

## **2 Minute Visitor Comments:**

*Anna Lee*: Thanked the board for their work and expressed interest in learning more about the reopening process.

## **FSA Liaison (Melissa):**

The FSA is offering Spirit Wear to reflect “The Year of Perspective” via pre-sale. They are also currently hosting an alternative giving fundraiser.

Melinda read 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.**

## **Meeting Agenda:**

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

## **Previous Minutes:**

Jill made a motion to approve the August 19th minutes, seconded by Kari, with the acknowledgement of discussed amendments. The motion to approve the August 19th minutes, with the discussed amendments, was unanimously approved by the board.

## **Board Recognition:**

Eric praised Melinda for all of her contributions to the board and school. He also commended Alicia, Lara, and the entire admin team for all their hard work.

## **Communications Director Update (Blair):**

Blair placed an ad in Wilmington Parent for the Children’s School. She also purchased an ad on FB that has reached about 22,000 people. Blair is seeking more pictures of remote learning. Jill asked if she could communicate with her soon regarding marketing. Eric commended Blair for her video formatting. Blair is considering featuring a different teacher every week. Blair will be connecting with AmberLynn in regards to Spirit Week.

## **Academic Update (Lara):**

Lara presented on how she is coaching the teachers to adapt to the remote environment. She spoke about helping teachers prepare to quickly adapt for online learning, how to weigh feedback with perspective, and learning digital teaching with intense coaching. She stated that faculty is gaining experience in real time. Lara presented the weekly

planning process for the teachers. Eric inquired as to how the teachers are handling everything right now. Lara responded that everyone was experiencing remote learning differently.

### **HOS Report (Alicia):**

#### **Grade Level Active Enrollment**

Kindergarten: 27, 1st Grade: 26, 2nd Grade: 24, 3rd Grade: 25, 4th Grade: 24, 5th Grade: 25, 6th Grade: 22, 7th Grade: 23, 8th Grade: 21, Total: 217

#### **Student Discipline Report**

No update.

#### **Updates on Goals/Issues for 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*

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

##### **2. Mission Based Program and School Improvement Initiatives Updates**

- Year of Perspective–staff has been presented with the *Power of Yet*. Book study will be coming soon.
- The Academic Committee will be charged with evaluating our needs for an Environmental Science special and come up with a direction that will best meet the needs of our students.
- Administration will work with the Academic Committee to adapt reopening plans to support the needs of the whole school community.

##### **3. Facility Update**

- Water heater had a small leak, which the plumber fixed. The floors will need to be replaced in Melanie's classroom, just waiting on a quote.
- Grass areas are being maintained on a bi-weekly basis.

##### **4. Compliance Reporting**

- Audit is still in progress. Complete on our end - waiting on more from the auditor.

##### **5. Professional Development**

- Staff will have an afternoon PD session on the 18th; a follow up with Lori Best on communication and feedback.
- Children's School, LE, and UE teachers will be participating in an online training through Montessori 4 Inclusion on the topic of Orton Gillingham Approach in the Montessori Environment - Supporting students with Learning Differences.

#### **Financial Report (Treasurer's Report – Kari):**

1. Money in United Account: \$340,338 (new name because of merger)
2. Money to draw from the state: \$256,894
3. Live Oak account: \$250,975
4. NBKC account: \$250,000
5. Identified Potential Short/Long Term Issues:
  - Potential for state to revert money back at the first of year

#### **Strategic Plan update – State Plan:**

No update.

#### **Board Strategic Plan:**

No update.

**Special Board Projects:**

No update.

**Executive Committee (EX):**

No update.

**Grant Committee:**

We were awarded \$1,200 from International Paper to support remote learning. One grant for \$7,500 (Landfall Foundation) is pending.

**Finance Committee:**

Kari and Dan are working on a report separating the Children's School insurance from the Charter School.

**IT:**

No update.

**EC:**

No update.

**Nutrition/Lunch Program:**

No update.

**After School Specials:**

No update.

**Outdoor Committee:**

No update.

**HR/Policies and Procedures:**

No update.

**Marketing:**

No update.

**Diversity Update:**

No update.

**Alumni Committee:**

No update.

**OLD BUSINESS/NEW BUSINESS:**

**Old Business:**

- Alicia presented on reopening. A survey was given to staff: 95% participation in Zoom or with follow up work. Staff report student/family barriers including lack of independence, following directions, support to complete work, children attending daycare, etc. Staff is not feeling good about moving forward with Plan B. Parents are reaching out to admin daily with input. She gave four different proposal options for reopening. Eric encouraged fellow board members to review all these proposals and considerations. He asked every member's opinion on moving to Plan B. Alicia added that she would like to know what additional information board members would like to know. Kari inquired if admin was considering allowing certain grades to return sooner. Dan asked if the teachers were feeling comfortable. Melinda feels that this is a two prong decision. Renae is for reopening and creative decisions. Eric commented on the lack of social contact for children. Michael feels that there is much uncertainty and encouraged grace and courtesy for the board. Eric urged us to have the discussion regarding reopening soon. Alicia would like two weeks to send out a survey to parents and recommended an additional meeting at the end of September/beginning of October. Alicia shared that the Office of Charter Schools met and she heard from five other schools. She has conversations scheduled with several similar schools regarding how they are proceeding. Dan feels that we need to consider our teachers. Jill agreed with Dan that we do not want to lose any teachers. Eric inquired if this was enough time for Alicia to prepare the information for the board. The board will meet Thursday, October 1st, at 6:00, to decide on reopening plans. Alicia will send out Zoom links. Melinda reminded Alicia that it needs to be publicly posted on our website.

- A discussion transpired about the dispersal of Brian's pay. It was decided that this was already covered in a previous vote, therefore an additional vote was unnecessary.

**New Business:**

- Jill made a motion to nominate Eric Jelinski as President, Melinda seconded the motion. Jill made a motion to nominate Melinda as Vice President, Dan seconded. The motions to approve Melinda and Eric passed unanimously by the board.
- Michael R. will be resigning from the board and will reconsider returning in January. We thank him for his service.
- Jill made a motion for Renae Harris to join the board. Melinda seconded the motion. The motion for Renae Harris to join the board was passed unanimously.
- Jill made a motion to accept the COVID-19 sick leave policy. Eric seconded the motion. The motion to accept the COVID-19 sick leave policy was unanimously approved by the board.

**CLOSED SESSION:**

Jill made a motion to move into closed session to discuss employee matters. The motion to move into closed session was seconded by Melinda. The board moved into closed session at 8:40.

**OPEN SESSION:**

The board returned to open session at 9:02PM.

Jill made a motion to approve the development of a French position and the hiring of a new instructor for French. The motion was seconded by Melinda. The motion to pursue the development of a French position and the hiring of a new instructor for French, while simultaneously offering a Spanish curriculum, was unanimously approved by the board.

Molly motioned to adjourn the meeting, seconded by Eric. The board unanimously approved to adjourn. Meeting was adjourned at 9:03PM.

**REMINDERS:**

- **Special meeting called Thursday, October 1st, at 7:00PM, via Zoom.**
- **Next board meeting is Wednesday, October 21st, 2020, at 7:00PM, via Zoom.**
- **All committee reports are due by Friday, October 16th, 2020 [PDF Format Please!].**
- **Next Executive Committee meeting is Thursday, October 15th, at 10:00AM, via Zoom.**

**Upcoming Events:**

- Sept 18<sup>th</sup> – ½ Day PD in the afternoon for staff
- October 6th – Say Something Training for 6th – 8th grade students

**ACTION STEP ITEMS:**

- **None**