

**ISLAND MONTESSORI CHARTER SCHOOL  
BOARD OF DIRECTORS MEETING MINUTES  
07.15.20**

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

In attendance: Eric, Melinda, Michael D., Jill, Melissa (via phone), Dan, Molly, Elizabeth  
Staff in attendance: Carrie, Brian, Lara, Alicia  
Absent: Kari, Michael R., and Rainey

Visitors: None

Brian announced that this meeting would be recorded and archived. He 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 Dan. The motion to open the meeting was unanimously approved by the board. The Island Montessori Charter School board meeting was called to order at 7:17PM, by Melinda.

**2 Minute Visitor Comments:**

None.

**FSA Liaison (Melissa):**

Brian extended his gratitude to the FSA for their assistance in the purchase of many new Chromebooks for our students to utilize.

Alicia 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:**

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

**Previous Minutes:**

Jill made a motion to approve the June 17th minutes, seconded by Dan. The motion to approve the June 17th minutes was unanimously approved by the board.

**Board Recognition:**

Melinda recognized and thanked Kari for her contributions to the board and for her leadership.

We said goodbye to Rainey, as her board term has ended. Appreciation and gratitude for her service to the board was offered by all.

**Communications Director Update (Blair):**

No update at this time.

**Academic Update (Lara and Alicia):**

Alicia presented the three reopening models that the administration considered in order to be in compliance with the Governor's mandated school reopening guidance. She informed the board that a staff survey was given, to aid in planning considerations. The three models considered were a half day model, a two day face to face and three day remote model, and a one week face to face and two weeks remote model. Alicia noted that families would need to commit to either distance learning or the hybrid option for the duration of the marking period. Administration is creating a video and survey to be released to the school community soon.

Lara presented the remote learning plan. This is something the state asked schools to create in June that is due on July 20. Initially, we set aside 5 calendar days (that we placed around Thanksgiving), intended specifically for remote learning. This served to keep teachers' skills sharp but it has been helpful in planning for the year. The IMS remote learning plan goal has appropriate and intentional instruction following Montessori principles. For students in the hybrid schedule, there is the additional responsibility to ensure these students have a seamless change between environments over the weeks. Lara and team have created a scope and sequence by the quarter and week. This keeps staff on the same page whether face-to-face or remote. We learned a lot from spring 2020. Now we are working to build students' knowledge and skills instead of simply maintaining them. We are also training teachers on the technology they need to be versed in, such as Google Classroom, Screencastify, etc.

Alicia reported on Environmental Education. We will be taking the year off to better establish our program. She requested that if the board had ideas for improvement, to send ideas to her. She will present suggestions to the Academic committee in August. The bees are being kept by a beekeeper in our school neighborhood. Middle School will assist with chickens when we are able to fully return to school safely. Alicia went through her current list of how we are going to re-focus on the environmental program so it is excellent by next year. Teachers will incorporate environmental education into their planning throughout this year.

Melinda thanked the administration team for all their hard work in preparing for reopening. She emphasized how much she appreciated that the focus is being placed on the Montessori method.

**HOS Report (Brian):**

**Grade Level Active Enrollment:**

Kindergarten: 27, 1st Grade: 27, 2nd Grade: 26, 3rd Grade: 25, 4th Grade: 24, 5th Grade: 24, 6th Grade: 24, 7th Grade: 24, 8th Grade: 24, Total: 225

**Student Discipline Report:** Nothing to report.

## **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. 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*

## **Data for Reporting/Discussion**

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

- Jill made a motion to approve the 2020/21 calendar. Eric seconded the motion to approve the 2020/21 calendar. The motion to approve the 2020/21 calendar was passed unanimously by the board.
- Our student intern from the Children's School (Sidney) is teaching the summer Jump Start program. There are two sets of students (Group 1- rising 1st and 2nd) - (Group 2 - rising 3rd and 4th) in two sessions.
- There is no school report card this year due to no testing.

### **3. Facility Update**

- The disinfection gun and chemical were received and are being used. 2,000 face masks have been received. The hand sanitizer pumps for the charter school are in. More PPE is being ordered.

### **4. Compliance Reporting**

- The Distance Learning plan is being turned in July 20th.

### **5. Professional Development**

- Teachers have been asked to come in up to three times before school starts for distance learning PD. PD is being planned for teacher work days before the first day of school.

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

1. Money in Crescom Account: \$ 303,137

2. Money to draw from the state: \$0

3. Live Oak account: \$250,636

4. NBKC account: \$250,00

5. PPP Loan: \$1.00

6. Identified Potential Short/Long Term Issues:

- PPP Loan is now all used, tomorrow forgiveness program is released. Online form to fill out, but keeps getting pushed back. PPP loan to \$1 to avoid penalty, once forgiveness is done, we will close.
- \$303,000 in working bank accounts, the others each have \$250,000 plus interest.
- Budget from the state is still uncertain-Senate is on a 2 week break. We have no idea

what that will be.

**Strategic Plan update – State Plan:**

No update.

**Board Strategic Plan:**

No update.

**Special Board Projects:**

No update.

**Executive Committee (EX):**

No update.

**Grant Committee:**

There is currently one submitted grant application, to International Paper. The Landfall Foundation grant is due next month.

**Finance Committee:**

No update.

**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:**

- We will be continuing with state health insurance for now. The committee will continue working on this matter. The money for health insurance has been earmarked in the Children's School budget.

### **New Business:**

- Elizabeth will resign from the board. The board invited Elizabeth to return as she is able and thanked her for her contributions and service.
- Eric raised the topic of the Dragon Boat Race and questioned whether we should put another team together during the pandemic. Social distancing is not something we can do on the boat. In order to be consistent with our values, we will not participate.
- Brian has placed an ad for subs and OT. Our contracted OT retired, so we are looking for one now. Please put out feelers. Molly inquired as to how we post a job, and where we are placing them. Brian replied that they are posted in the directors report prior to posting to the website.

## **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 Eric. The board moved into closed session at 8:17PM.

## **OPEN SESSION:**

The board returned to open session at 9:20PM.

Board elections and terms were presented as follows: Kari Namiot, Eric Jelinski, and Michael Rosander, with terms ending in 2023.

Dan made a motion to elect Kari, Rosander, and Eric to three year terms ending in 2023. Jill seconded the motion. The motion to elect Kari, Rosander, and Eric passed unanimously by the board.

Eric motioned to adjourn the meeting, seconded by Jill. The board unanimously approved to adjourn. Meeting was adjourned at 9:25PM.

## **REMINDERS:**

- **Next board meeting is Wednesday, August 19th, 2020, at 7:00PM, via Zoom.**
- **All committee reports are due by Friday, August 14th, 2020 [PDF Format Please!].**
- **Next Executive Committee meeting is Thursday, August 13th, at 10:30AM, via Zoom.**

## **Upcoming Events:**

- Aug 10 – New Teacher orientation
- Aug 11 – Teachers return
- Aug 17 – Students return

## **ACTION STEP ITEMS:**

- **Send EE recommendations to Alicia so she may present to the Academic committee.**