

ISLAND MONTESSORI CHARTER SCHOOL

BOARD OF DIRECTORS MEETING MINUTES 5.18.22

Meeting Location: 6339 Carolina Beach Rd., Wilmington, NC 28412
Time: 7:05 PM meeting called to order

Board Members Present: Eric Jelinski, Melinda Cummings, Kari Namiot, Renae Harris, Nicole Smith, Pamela Thigpen, Jill Davenport, Miranda Brothers, Whitney Wilson, Michael Davenport, Kate Medero

Jeremy Linquist joined remotely

Staff in attendance: Alicia Rheel, Carrie Dworshak, Brian Corrigan, Susan Avenengo

Guest: Judy Strauss (staff)

Eric Jelinski 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:

No visitors in attendance

FSA Liaison (Kari):

- Made almost \$6,000 this year at the Turtle Trot
- Bridging gift, they are working with Alicia on this plan
- Lazy Pirate end of year party will be held the last week of school
- Amber Lynn has lots of great ideas she brought to Alicia and Blair for next year

Meeting Agenda:

Jill Davenport made a motion to approve the agenda. Eric Jelinski seconded the motion. Vote held and passed unanimously.

Previous Minutes:

Jill made a motion to approve the April meeting minutes with the suggested edits. Eric Jelinski seconded the motion. Vote was held and passed unanimously.

Jill makes motion, Michael seconded the motion to move into closed session. Exited closed session at 7:38pm. Jill made motion to approve the new hire Spanish teacher and Melinda seconded the motion. Vote was held and passed unanimously.

Eric Jelinski made a motion and Michael Davenport seconded the motion to approve to offer contracts to the staff that were discussed in closed session. Vote was held and passed unanimously.

Covid/mask policy update:

Eric Jelinski made motion to keep masks optional. Jill Davenport seconded the motion. Vote was held and passed unanimously.

Communications Director Update (Blair):

Service Learning & Communication Report - Blair Williams

Service Learning Updates - [Over 500 hours of serving this year!](#)

Summer Serve Program

- I am so excited to start a small 'Summer Serve' program for the month of June for our current middle school students.
- I sent a survey to parents for them to complete if they were interested. I have 13 students signed up and am currently working on a schedule for three days a week! I am super excited about this pilot program and could possibly extend the program next summer.
- Organizations: Vigilant Hope / Foster Pantry / Skywatch (and possible campus beautification)

Rise Up Farms

- We had three 8th graders apply for a **paid internship** with Rise Up Community Farms for the summer. The process included an application and Zoom interview. **All three students were selected for this opportunity** and I couldn't be more proud of them!

Foster Pantry

- Foster Pantry has agreed to continue to be one of our partners through the summer service program!

Passion Projects

- Seeds for Change has raised over \$250 for our outdoor classroom!

Grant Writing

- I will be working with all grant recipients in the coming weeks to help them complete their grant report. So proud of all three students for their efforts this year. I can't wait to see what ideas students come up with next year!

Global Youth Service Week

- This was an AWESOME week for our school! The weather was perfect and the energy around campus was amazing!
- Please come do a walk through to see the sensory gardens, playground beautification, and the installation of our community mural!
- I am already looking at dates for next year and would love the opportunity to help fund projects for classrooms and teachers. Possibly increasing the Service Learning budget for next year?

Student Feedback

- After our last service learning outing, I took each group to enjoy a treat and we reflected on our year of outings. I also asked for their feedback on ways to improve the program for next year's group - what they liked about going out, what stressed them out, ways to improve for next year, and general feedback on middle school scheduling.
- Their feedback was greatly appreciated and super insightful. I hope it will help make the program even better for next year!

Communications

- Yearbooks have been ordered (123 pre-orders at this time)
- I created a survey for our current 8th years to complete for feedback on ways they would like to be involved next year as alumni. Hoping to send out by the end of the school year and have results to work towards a stronger alumni association next year!
- Our Instagram account was hacked on Easter weekend and was deactivated. I have reached out to Instagram and followed the steps needed to have it back up and running. Due to many attempts and no response from Facebook/Instagram/MetaSocial, I have decided to create a new Instagram account for our school. My heart is sad because I was so proud of the account, but must move forward! I plan to add some content from the previous account, but would love for board members to 'Follow Us' at our new account: @islandmontessorischool
 - *I will also plan to send something out to families to ask for their follows on our new account.*

Diversity committee: Melinda Cummings did follow up on gathering phrases to add to her list from some of the newer board members inclusive, accepting, child lead, valuing uniqueness and creativity, confidence aspirational but unrealized.

Fundraising Update: None

Academic Update (Alicia gave update tonight):

Alicia said the last academic committee meeting went very well as a year-end wrap up. Susan is finalizing all her coaching sessions. Teachers are getting ready for bridging ceremony and doing EOGs.

HOS Report (Alicia Rheel):

The following information is provided to the Board of Directors:

Enrollment

Grade Level	Active Enrollment
Kindergarten	27
1 st Grade	25
2 nd Grade	23
3 rd Grade	24
4 th Grade	24
5 th Grade	24
6 th Grade	23
7 th Grade	17
8 th Grade	18

Total	205

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	0	0	0
February	0	0	0
March	1/1	1/1	0
April	0	0	0
May			

Important Dates:

- May 18th Science EOG
- May 19th Reading EOG
- May 20th Math EOG

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.

2. Mission Based Program and School Improvement Initiatives Updates

- PD planning for next year
- Committees are holding final meetings with reflections and goals for next year
- Teachers are working on Progress Reports

3. COVID Update

- The state continues to require mask policies to be voted on monthly by the board

- There has been an uptick in the past few weeks. Most students are taking caution and staying home when symptomatic.
- We had one direct exposure which resulted in the class wearing masks for 10 days. All students and staff did very well.
- No new updates to the School Toolkit from the state.

4. Communications Update

- See above report from Blair in the minutes under the communications update

5. Marketing Update

- *Planning dates for the raffle for next year*
- *planning marketing pamphlet to be mailed out to prospective parents.*

6. Facility Update

- Doors were installed!
- The outdoor classroom is being worked on.
- New picnic tables are a hit!
- Gravel drive will be refreshed this summer
- Summer projects are being planned

7. Compliance Reporting

- All required reports are being submitted
- Brittany scheduled the Audit for August

8. HR/Policies & Procedures Update

- [calendar creation](#) of policy reviews, updates, and committees

9. Professional Development

- *Administrative team is beginning to look at PD for the next school year.*
- *Resilience Coaches returned to follow up from previous training.*
- *Select teachers are going to be taking a Montessori Reading Intervention training to be able to train others.*

10. Strategic Plan Update

- Review and reflect on the [document](#) in the board packet.

11. IT Update

- John has ordered new keyboards to fix some of the Chromebooks that are having issues.
- A new Chromebook cart and Chromebooks have been ordered.
- John checks in with teachers weekly to support any technology needs or issues.

12. EC Update

- April's headcount was 40 EC students. 32 are in tested grade levels. 1 is in referral.
- MTSS currently has 13 students in Tier III(Intensive Support) and 31 students in Tier II(Supplemental Support)

13. Nutrition/Lunch Program Update

- Lunch program continues to run well. We continue to have a large number of free/reduced students who are utilizing the lunch program. Other student orders are not off-setting the cost of the free/reduced lunch students but we are still doing better than what would be projected if we did not have a hot lunch program for all students.
- Brittany will work on vendors this summer for next school year.

14. After School Program Update

- Alphabest is running aftercare. Numbers are low in the charter and higher at the children's school. The program has been running well.
- They have offered to extend the current contract with an addendum to increase tuition prices. Michael is helping me make sure all is correct in our contract and/or addendum.

Financial Report (Treasurer's Report – Kari Namiot):

May Bank numbers:

\$823,678.82 Main Bank Account

\$253,350.03 Live Oak Bank

\$250,625.82 NBKC

Brian stated he does not know what the numbers from the state will be as far as the per head funding. The 2022-2023 proposed budget is in the board packet for initial review. He reminded the board that they need to vote on it at the June meeting.

OLD BUSINESS/NEW BUSINESS:

Old Business:

Update on the construction of the multi-purpose building is that the loans and title/deed work are almost complete. Then the loan can be closed and construction can begin.

Melinda gave update on the diversity committee and wants to include it in the strategic plan.

Board of directors' evaluations update from Melinda was that Alicia helped create the evaluation. It is two parts to include how we each think the board does with each subject area and then a personal evaluation of how much we each personally know of the subject area. It is 19 questions and will be sent out tomorrow.

New Business:

Jeremy presented about a bike grant he is exploring with Strider and Novant. Would be worked into PE timeframe.

Alicia will be taking a American Montessori Institute course starting in August.

Eric Jelinski made motion to adjourn the meeting, seconded by Melinda Cummings. Unanimously approved. Meeting was adjourned at 8:33pm.

REMINDERS:

- Next Executive meeting is Thursday, June 10th at 10:00 a.m. via Zoom

- Next Meeting – Wednesday, June 15th at 7:00 p.m