

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTORS MEETING MINUTES
08.21.19**

Meeting Location: IM Children's School, 6339 Carolina Beach Road, Wilmington, NC 28412
Time: 7:00pm

In attendance: Eric, Melinda, Michael D., Jill, Molly, Melissa, Rainey (via phone), Kari, and Elizabeth

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

Absent: Michael R. and Dan

Visitors: None.

Melinda motioned to open the meeting, second by Jill. The motion to open the meeting was unanimously approved by the board. Island Montessori Charter School meeting was called to order at 7:03pm by Melinda.

2 Minute Visitor Comments:

None.

FSA Liaison:

None.

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 developmentally appropriate and challenging academic Montessori environment that models grace and courtesy and fosters a peaceful community of lifelong learners.

Meeting Agenda:

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

Previous Minutes:

Melinda made a motion to approve the July 17th minutes. Second by Jill. The motion to approve the July 17th minutes was unanimously approved by the board.

Board Member Update:

Melinda motioned to approve Molly Murphy as an incoming board member. Second by Eric. The motion to approve Molly as an incoming Board member was unanimously approved by the Board.

Academic Update:

Lara spoke regarding the Family Engagement Plan and feedback she has been evaluating. She explained the four angles of the new Family Engagement Plan. Lara emphasized that with the FEP, volunteering is not just at school, but also at IMS community events. We will be tracking volunteer hours, via Ipad. Parents will be educated about our FEP at the Back to School Tailgate and Open House. They will be able to access the FEP via the website. Lara reports a strong plan for the “Year of Mindfulness”, beginning with the staff leading by example. Book Club with Brian will be starting in September.

Communications Director Update:

Blair has been revamping all IMS social media. She added an IMS Instagram account. She will be giving our IMS website an update. A parent survey will be offered in order to receive input about updating IMS website. She is posting the FEP on the website. Blair discussed the advantage of having more entries on Google Review. She is working hard on the Back to School Tailgate: September 6th. This event will feature games for the students, an FSA booth, a FEP booth, a Books with Brian booth, and a raffle booth (she is still seeking donations for raffle baskets). She is considering options for a rain plan.

Head of School Report (Brian):

Enrollment update for 2019-20 school year

Enrollment full.

Student Discipline Reports:

None.

Data for Reporting/Discussion:

- Teacher work week is underway.
- Year of MINDFULNESS 2019/2020.
- The EOG results are supposed to be released in October for Math and English. We have in our possession achievement scores but not growth scores, so we don't know the final scores. So far the achievement scores are down in both math and reading.
- Audit complete, auditor just completing the financials.

Facility Update (Children's School)

- Tables and chairs have been cleaned and sanded.
- The curtain in cubby room is repaired.
- In the process of working with Hooks Alarm, to repair an inconsistency.
- An access door to the playground is being repaired.

Facility Update (Charter)

- New digital sign installed.
- Resurfaced driveway.
- Painting of classrooms completed.
- Sod placed on the playground and the field was seeded.

Professional Development

None.

Financial Report (Treasurer's Report – Kari)

- Money in Crescom Account: \$285k.
 - Because the state does not have an approved budget and money was not dropped, \$200k was used from bank reserves in July
 - A drop of \$249k was made in August (not in reports)
- Discussed investing money, but this is on hold while a state budget gets finalized.
- Pursuing more Amazon Smile links would be beneficial (e.g., provide instructions to families for how to set this up via the Amazon phone app).
- Board Funding Request form created for approval and release of 2019/20 board budget.

Family Involvement Plan

Given in conjunction with the Academic Report.

Strategic Plan update – State Plan

No update.

Board Strategic Plan

No update.

Special Board Projects:

None.

Executive Committee (EX):

None.

Grant Committee:

Awarded \$2,100 from Home Depot. Grants for Landfall, International Paper, and Cape Fear Garden Club are all pending. Seeking grants promoting diversity.

Finance Committee:

Given in conjunction with HOS Report.

IT:

No new updates.

EC:

No new update.

Nutrition/Lunch Program:

The lunch program is set for this year and ready to go live. Monday-The Lunchbox, Tuesday-Fishbites, Wednesday-Jason's Deli, Thursday-Flaming Amy's, Friday-YourPie Pizza. A conversation ensued regarding free and reduced lunches.

After School Specials:

No new updates.

Beautification Committee:

No new updates.

HR/Policies and Procedures:

No new updates.

Marketing:

The committee will be adding the marketing video for the Children's School to the website.

OLD BUSINESS/NEW BUSINESS:

Academic Committee: Given in conjunction with the Academic Report.

Diversity Committee: Lara spoke with a UNCW representative recently regarding several aspects pertaining to diversity..

- **2019-20 Annual Drive & Outdoor Classroom Concept:** No update.
- **Hurricane Preparedness:** Discussing the options available for hurricane shutters.
- **Alumni initiative:** Dan and Jill are still continuing to work on the initiative.
- **Christina Send Off:** Discussed various ideas to honor Christina. Jill is seeking pictures of Christina over the years for an album. A plaque dedicated to Christina and Jeremy, to be dedicated as the Linquist-Dees Tuition Assistance Program, is in development.

CLOSED SESSION:

No closed session.

Jill motioned to adjourn the meeting, second by Eric. The board unanimously approved to adjourn. Meeting was adjourned at 8:08pm.

REMINDERS:

- **Next board meeting is Wednesday, September 18th, 2019 at 7:00pm, at the Children's School.**
- **All committee reports are due by Friday, September 13th, 2019 [PDF Format Please!].**

Upcoming Events:

- **Friday, August 23: Open House**
- **Tuesday, August 27th: First day of school!**
- **Friday, September 6th: Back to School Tailgate**
- **Saturday, September 21st: Dragon Boat Race**

ACTION STEP ITEMS:

- Jill will check with the Arboretum regarding planting clover on campus.