

ISLAND MONTESSORI CHARTER SCHOOL

BOARD OF DIRECTORS MEETING MINUTES

2.21.24

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

Time: 7:00 PM meeting called to order

Board Members Present: Emily Elmore, Whitney Wilson, Kate Medero, Pamela Thigpen, Michael Davenport, Jill Davenport, Jeremy Linquist, Lara Fritz

Not in attendance: Mark Turner, Tyler Howell, Nicole Smith

Staff in attendance: Alicia Rheel, Carrie O'Brien Dworshak, Brittany Ivey

Guest: none

Whitney Wilson opened the meeting at 7:00PM

Lara started with the reading of 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

Meeting Agenda:

Whitney made a motion to approve the agenda. Jeremy seconded the motion. The vote was held and passed unanimously.

Previous Minutes:

Lara made a motion to approve the January meeting minutes. Emily seconded the motion. The vote was held and passed unanimously.

FSA update:

None

Other Business:

None

Academic Update – (from Kelly, presented by Alicia)

Overall Happenings

- Morning Meetings, Community Meetings, Going Outs, Guidance Lessons w/Ms. Mackenzie, Service Learning for 8th years.
- Whole School Gathering:
 - February: [Festival of Love](#)
- Vertical Planning
 - CS reviewed Cultural Scope and Sequence year 1 of three-year cycle, focused on building a math scope and sequence to be shared school wide
 - LE reviewed Cultural Scope and Sequence year 1 of three-year cycle, focused on building a language scope and sequence to be shared school wide
 - UE/MS reviewed Cultural Scope and Sequence year 1 of three-year cycle, focused on building a math scope and sequence to be shared school wide

Academic Snapshot

LE Topics

Building Community: Community Meetings, Star Students, Mindfulness lessons, mystery readers, goal setting, going outs, 100th day of school, Valentines

Language Focus: interjections, homophones, thesaurus study, homonyms, apostrophe, possessive nouns, reading groups.

Math Focus: measurement, geometry cabinets, parts of a circle, closed/open figures, word problems, geometry sticks, temperature, capacity, Montessori clock.

Cultural Focus: Ancient Egypt, Ancient Greece, snowflakes, Chinese Mandrian (numbers 1-10), Groundhog Day - shadow tracing, Abraham Lincoln's birthday, plant life cycle

UE Topics

Building Community: community meetings and morning meetings, going outs

Language Focus: punctuation, read aloud, reading groups, figurative language, root words, word study, sentence analysis.

Math Focus: volume, measurement, area of a circle, tangrams, history of geometry, equality, circumference, mean, median & mode, range, area of a circle, area of complex shapes decimals, percents.

Cultural Focus: early humans, needs of humans, human migration, black history.

MS Topics

Building Community: Going outs, spelling bee, presentations in math, valentine making, guest speakers

Language Focus: matching quotations to themes, independent reading, possessive pronouns, main idea, graphic organizers

Math Focus: probability, equations with fractions, simplifying algebraic expressions, solving systems of equations, graphing

History Focus: Bill of Rights, Articles of Confederation, Black History project, Ruby Bridges

Science Focus: Newton - gravity, kinetic & potential energy, transfer & conservation of energy

A few of the things happening in Specials...

Building Community Across the School: Bee Club, UE Choir, MS Choir, Choir Performance, Boys and Girls Basketball Teams, Chicken Tenders, Tortoise Care, Science Olympiad, preparations for Art Showcase

Art: dragon art, oil pastels, watercolor, snowflake, graffiti, Lego self-portraits, fox drawings, symmetrical hearts

Music: Chinese New Year, ribbon dancing, voice & body percussion, Orff Winter Activity: Voice and Instruments, Songs- *My Blue School*, *All You Need is Love*

PE: Tennis - balance and follow through, racket sports, Heimlich maneuver, pickle ball

Environmental Ed: Bird nests and beaks (types of food birds eat), exploration with tools - binoculars, microscopes, field guides, recycling, producers and consumers, food chains, water cycle, biome presentations, plankton, ocean zones, nature valentines.

Spanish: family & animal vocabulary, food/drink vocabulary - leading into dialogue, version song, expressions for shopping, vocabulary around professions.

Family Engagement

- [Family Engagement Plan](#)
- Montessori moment article- Building community and connection during school wide gatherings
- Up Next~ March 1st, 8:30, Family Workshop - math focus - The Magic of Montessori Math

Coaching Corner

- One on one check-ins with reflective conversations
- Observations with data provided to teachers.
- Team Lesson Studies
 - Material Focus
 - TA's - Sentence Analysis - lead by Kelly
 - CS - Knobbed Cylinders - lead by Sally

- LE - Sentence Analysis - lead by Kelly
- UE - Hands on Equations- lead by Meghan
- Professional Development Mid-Year Reflections & Support

Communications Director Update (from Blair, presented by Alicia)

Communications

- Weekly Snapshots are being sent out and uploaded each Friday to the website.

Service Learning

- 8th Year Program is back in action for the spring semester.
- I had a meeting with a board member from the Humane Society before the holiday to discuss the possibility of adding their site as another option for our students. She brought it up to their board last month and we have a Zoom meeting this week to discuss details.
- [Saturday Serve](#)
 - Held on February 4th and we had a great turnout with families from our preschool all the way through with middle school students volunteering to help!

Youth Service America Grant

- Waiting to hear the results from our YSA grant written and submitted last month.

Whole School Presentation - Share What You Love...about Service Learning

- At this month's whole school presentation, our 8th years were asked to share what they love about service learning.
- Each group presented and we had a representative from the organization present to share more about their mission and what they do for our community with all students.

Global Youth Service Week

- GYSW will take place the last week during the month of April.
- We hope to 'kickoff' the week with our Work on Wilmington visit on Saturday, April 22nd.
- More details to come once class choose their projects.

National Service Learning Conference

- I will be attending the [National Youth Service Learning Conference](#) in April
- Looking forward to new ideas and general knowledge of this conference
- They do have a category for student presentations - could be a possibility for our program in the future!

#NextYear

- Met with Alicia for an idea/plan to incorporate our teachers into service learning next year

Year 1

- 8th Year Program
- Schoolwide Donation Drives

- Global Youth Service Week
 - Summer Serve Program
- Year 2** **same as Year 1, but added**
- Saturday Serves (for families to volunteer together)
 - 4 per year

- Year 3** **same as before, but planning to add teachers**
- Harrelson Center Tours + Vigilant Hope Community Breakfast

- We plan to partner with [The Harrelson Center](#) for tours for teachers and possible days for volunteering or at least exposing them to organizations in our communities that their classrooms can serve/plan a donation drive for during GYSW for the upcoming school year.
- I am also planning to reach out to Vigilant Hope to see if we can have them back as a site next year for our 8th year program and possible opportunities for teachers to serve.

Diversity committee:

No update

Fundraising Update:

No update

Head of School’s Report – (Alicia)

Head of School Report

To: Board Members

From: Alicia Rheel

Date: 2/21/24

Re: Head of School’s Monthly Board Report

The following information is provided to the Board of Directors:

Enrollment

Grade Level	Active Enrollment
Kindergarten	27
1 st Grade	26
2 nd Grade	24
3 rd Grade	25
4 th Grade	24
5 th Grade	25
6 th Grade	22

7 th Grade	21
8 th Grade	19
Total	213
Withdrawals:	Reason:
0	

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

Important Dates:

- 2/28 - Lottery Night
- 3/1 - Math Themed Coffee and Connections
- 3/13 - Staff vs Student Basketball Game
- 3/20 - Next board meeting

Updates on Goals/Issues for Discussion

Data for Reporting/Discussion

1. Academic Achievement

Goals for the 2023/2024 School Year

- *Increase growth for all students with differentiated instruction in Montessori lessons driven by data/observations*
- *Continue to grow three-year cycles through vertical planning and collaboration.*
- *Strengthen all aspects of math, aligning Montessori lessons, three-year cycles, and state standards.*
- *Build connections between schools, families, and the community.*

2. Mission-Based Program and School Improvement Initiatives Updates

- Curriculum planning continues in the area of math and reading.

- Ms. Mackenzie featured a “what we love” wall for students to show what they love about school or themselves
- Coffee and Connections next Friday with math focus - Carrie and Kelly presenting

3. *Communications Update*

- See notes from Blair

4. *Marketing Update*

- *Blair is working on fundraising for raffle tickets which will begin at the end of February*

5. *Facility Update*

- Terry is working through lists and needs as they arise.
- Some planning around staining decks, pathways, stage

6. *Compliance Reporting*

- All state requirements are being submitted.

7. *HR/Policies & Procedures Update*

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8. *Professional Development*

- *Working on PD for staff for teacher work days for the second half of the year.*

9. *Strategic Plan Update*

- [Review here](#)

10. *IT Update*

- ERate fund are in! Waiting to hear about a scheduled date for installation of internet and speakers.

11. *EC Update*

- *The current headcount is 32. There are 4 in process of referral*

12. *Nutrition/Lunch Program Update*

- We are working to partner with another company for Friday hot lunch option.
- Partnership with NHCS is going well
- We have 11 students utilizing free or reduced lunch

13. After-School Program Update

- Alphabest asked to run a spring break camp and summer camp and we have decided not to move forward with this option.
- They have had some issues with maintaining consistent staffing.

Financial Report (Treasurer's Report – Kate):

February Bank numbers:

\$250,000 United Bank (Main Account)

\$578,554.11 United Bank (Extended FDIC Acct)

\$251,107.03 Live Oak Bank

United Bank released the final portion of the construction loan \$91,535.50.

Brittany

Streamlining our budget on a spreadsheet but it's not ready yet. SA grants are no longer available, it will affect us a little but not as much as NHC, we are still working on that. Creating a proposed pay scale for TA's.

OLD BUSINESS/NEW BUSINESS:

Old Business:

Board Restructuring:

Change the time of Children's School board meeting to 6:30

Encourage members to serve on both boards. If you are not currently on both boards, let Emily know your intentions whether or not you will be serving on both boards and then come to the children's school meeting next month to be voted in.

[Board Restructuring](#)

Two new applicants had an initial interview by Emily and Whitney.

New Business:

Term Dates were reviewed by Jeremy and Whitney:

A chart was created with all the board members. Everyone gets a term end date and a seat number. If someone leaves early their seat is replaced for the duration of their term and then that member will be voted in at the beginning of the next 3-year term.

[Board of Directors Term Dates](#)

Annual Policy Review

Please view committee members and presentation dates:

[Policy Review](#)

A great reference tool to help the board with organization (Emily):

[BOD Schedule](#)

Simplify the annual evaluation for Alicia.

Sending out an end of year survey to families.

Jill made a motion to adjourn the meeting at 8:12pm and Kate seconded the motion. The vote was held and passed unanimously.

REMINDERS:

Next Exec meeting is Friday, March 15, 2024 at 9:30 a.m. via Zoom

Next Meeting – Wednesday, March 20, 2024 at 7:00 p.m.