

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTORS MEETING MINUTES
08.19.20**

Meeting Location: Virtual, via Zoom

Time: 7:00PM (actual start: 7:39)

In attendance: Eric, Melinda, Michael D., Jill, Melissa, Dan, Molly, Michael R., Kari

Staff in attendance: Carrie, Brian, Alicia

Absent: None

Visitors: Tim McAuliffe, Lisa Edwards, Kelly Henrikson, Judy Strauss, Kerri Cunningham, Lizz Howard, Elise Nelson, Angie Reiber

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. Melinda motioned to open the meeting, seconded by Eric. The motion to open the meeting was unanimously approved by the board. The Island Montessori Charter School board meeting was called to order at 7:39PM, by Melinda.

2 Minute Visitor Comments:

Kelly Henrikson: Ms. Henrikson shared that she was in attendance to listen.

Lizz Howard: Ms. Howard also shared that she was attending to observe and listen.

Kerri Cunningham: Ms. Cunningham expressed concern for her students' well being, and noted that they seemed sad. She spoke to the fact that she feels that she is struggling with providing adequate support for her students in the current hybrid model. She feels that she cannot give the necessary attention to both remote and in person students. Ms. Cunningham also mentioned that her face to face students seem to be in discomfort due to their masks.

Angie Reiber: Ms. Reiber expressed serious health concerns for herself, her family, her colleagues, as well as the students and their families.

Lisa Edwards: Ms. Edwards expressed concerns for both her and her family's health, as well as her student's and her colleagues health. She expressed a preference to be working in a remote capacity only.

Tim McAuliffe: Mr. McAuliffe was distressed about the potential risk he was placing his family in by teaching face to face at this time. He also expressed frustration and concern regarding the strain that teaching both face to face and remotely simultaneously was placing on him. He stressed that he would prefer to be teaching remotely at this time and focusing his energy on doing that well.

Elise Nelson: Ms. Nelson spoke to the board about her qualifications in teaching French and encouraged the board to consider the possibility of adding a French language program at IMS.

FSA Liaison (Melissa):

The FSA is adapting admirably to an unprecedented start to the school year. They are working hard at compiling a back to school newsletter and launching spirit wear to reflect "The Year of Perspective".

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:

Melinda 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 July 15th minutes, seconded by Dan, with the acknowledgement of amendments to the terms of Elizabeth's resignation and the board terms. The motion to approve the July 15th minutes was unanimously approved by the board.

Board Recognition:

Melinda recognized and extended heartfelt thanks to Brian for his years of service. She especially praised his leadership skills and his personal growth. She noted that there was no one else she would rather work with in a crisis. Melinda especially appreciates that Brian's focus has always been on the children. She expressed gratitude that Brian was available to lead us through this process.

Communications Director Update (Blair):

No update at this time.

Academic Update (Lara (who was not in attendance) and Alicia)

Alicia encouraged everyone to watch the video report that Lara sent to the board, as she was unexpectedly absent. The video was an extremely comprehensive presentation of the considerable thought and time that has been invested into professional development.

Alicia spoke about transitional students. She mentioned that the admin team sent a survey to staff recently whose results reflected that 82% of IMS faculty wish to be operating from Plan C. The remaining 18% prefer to continue operating following the Plan B guidelines. Alicia will send the survey to the board for review. She also reported stress on the EC faculty, specifically not mixing cohorts. Faculty feels that they are not offering their best to each student, as they are strained. Alicia does not feel that we are ready to move forward. She recommends extending remote learning. Brain praised all the teachers and the entire admin team. He also expressed that the staff is unhappy. He mentioned that they supported remote learning at this time. Brain also suggested it would be good to keep the kindergartners in face to face instruction.

Jill made a motion to move to transition to Plan C, multiple board members seconded it, including Eric, Melissa, and Michael R.. The following discussion about the motion ensued. Molly requested that moving forward, she would not wish to vote retroactively, which was echoed by Melissa. Many board members thanked the faculty members for being present and sharing during the visitor comments. Jill expressed gratitude that we were able to have at least

one week of face to face instruction for the transition students. Dan praised the admin team for polling the teachers and for the entire process. He wishes to know if the kindergarten teachers are feeling pressured to return to face to face instruction. Brian replied, stating that he deferred to Carrie on this matter. Carrie strongly advocated for face to face instruction, stating that she feels confident that the kindergarten teachers feel very comfortable with face to face instruction at this time. Alicia emphasized that the survey given to teachers was anonymous and that Children's School faculty was included in the survey. Molly inquired as to which budget the kindergarten teachers were paid from: Charter or Children's School? She also recommended that Children's School faculty be surveyed anonymously again. Carrie reiterated that she felt the Children's School faculty felt comfortable with face to face instruction currently. Molly again expressed the desire for the additional survey to proceed. Alicia agreed to do a new survey, specifically for faculty of the Children's School Teacher. Jill inquired as to whether or not the students with IEP's would move to remote learning, as well. Alicia replied in the affirmative; students with IEP's would move to remote learning, as well. Jill withdrew her first motion and presented a new motion to move to Plan C, at least for the first nine weeks, and to reflect only first through eighth grades. This motion was seconded by Michael D. The motion for grades first through eighth to move to Plan C for the first nine weeks passed unanimously by the board.

HOS Report (Brian):

Grade Level Active Enrollment:

Kindergarten: 27, 1st Grade: 26, 2nd Grade: 25, 3rd Grade: 25, 4th Grade: 24, 5th Grade: 25, 6th Grade: 23, 7th Grade: 22, 8th Grade: 21, Total: 218

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!
- The Academic Committee is charged with evaluating our needs for an Environmental Science Special and establishing a direction that will best meet the needs of our students.

3. Facility Update

- Dome tent and floor is up.

- Mulch is down and the grass looks very healthy.
- All HVAC's are working with new filters.
- Lower classrooms and the sheds are painted (trim to come). Staining continues.

4. Compliance Reporting

- Audit complete on our side.

5. Professional Development

- Lots of PD occurred before school started revolving around digital classroom building. Had Lori Best from the state BT program lead a PD to the whole staff regarding giving feedback to students and parents in this digital life.
- Brian was at CPI training all week and will get staffed trained by the beginning of next year.

Financial Report (Treasurer's Report – Kari)

1. Money in United Account: \$276,096 (new name because of merger)
2. Money to draw from the state: \$374,182
3. Live Oak account: \$250,636
4. NBKC account: \$250,000
5. PPP Loan: \$1.00
6. Identified Potential Short/Long Term Issues: none at this time:
 - a. Children School – the need of more students
 - b. 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:

There are four outstanding grant submissions awaiting award status, totaling \$16,500. We were recently awarded \$8,000 from NCOHAC, to be used towards the outdoor classroom.

Finance Committee:

No update.

IT:

No update.

EC:

We welcome Ms. Judie Strauss as our new EC coordinator.

Nutrition/Lunch Program:

No update.

After School Specials:

No update.

Outdoor Committee:

No update.

HR/Policies and Procedures:

Michael wishes to review the preamble for the emergency sick leave policy. Alicia would like to send feedback because we are moving to remote.

Marketing:

No update.

Diversity Update:

No update.

Alumni Committee:

No update.

OLD BUSINESS/NEW BUSINESS:

Old Business:

- None.

New Business:

- None.

CLOSED SESSION:

Melinda made a motion to move into closed session to discuss employee matters. The motion to move into closed session was seconded by Jill. The board moved into closed session at 9:10.

OPEN SESSION:

The board returned to open session at 9:19PM.

Eric made a motion to create the position for tech support. Jill seconded the motion. The motion to create a position for tech support passed unanimously by the board.

CLOSED SESSION:

Melinda made a motion to return to closed session. The motion to return to closed session was seconded by Dan. The board returned to closed session at 9:21.

OPEN SESSION:

The board returned to open session at 9:25PM.

Melinda made a motion to approve Alicia's contract as HOS, effective September 1st, 2020. Dan seconded the motion. The motion to approve Alicia's contract as HOS was unanimously approved by the board.

Melinda made a motion to approve Brian's new contract and position, effective September 1st, 2020. Jill seconded the motion. The motion to approve Brian's new contract and position passed unanimously by the board. Melinda asked that Brian announce his resignation. There was a board discussion around the best timing and presentation of HOS changes.

Molly motioned to adjourn the meeting, seconded by Eric. The board unanimously approved to adjourn. Meeting was adjourned at 9:33 PM.

REMINDERS:

- **Next board meeting is Wednesday, September 16th, 2020, at 7:00PM, via Zoom.**
- **All committee reports are due by Friday, September 11th, 2020 [PDF Format Please!].**
- **Next Executive Committee meeting is Thursday, September 10th, at 10:30AM, via Zoom.**

Upcoming Events:

- August 17th – first day (transition student (K,1,4,7 in building for ½ days) and all others remote
- Aug 24 th -Sept 4th – full remote weeks
- Sept 7 th – Holiday

ACTION STEP ITEMS:

- **None.**