

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTORS MEETING MINUTES
06.16.21
FINAL**

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

Time: 7:06PM

In attendance, via Zoom and in person: Eric, Melinda, Renae, Michael, Kari, Jill and Molly
Staff in attendance, via Zoom and in person: Alicia, Brian, Carrie, and Blair

Guests: none

Kari started by reading the Mission Statement:

MS 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 comments

FSA Liaison (Eric gave announcement):

Amber Lynn will meet with Alicia, Blair and Eric in the beginning of July. No updates at this time.

Meeting Agenda:

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

Previous Minutes:

Melinda moved to approve the minutes from the May meeting to include corrections to the future meeting dates and grammar edits, seconded by Jill. Unanimously voted on and passed.

Salary presentation from Brian:

- Competitive Salaries - Our scale (just three years old) values the whole person, not just years experience
- State Health Benefits (Less than 50% of charter schools offer this to their teachers)
- 3%-10% Matching Retirement (Less than 50% of charter schools offer this to their teachers) NC457 Plan----->
- Leave Time (Not Sick Time).....benefits = Use any time and roll over year to year.
- 16 hours Child Leave (does not roll over)
- 15K in Life Insurance, option for Dental and Eye

- A base scale on years as a lead teacher (gotta start somewhere)

- Education (Bachelors, Masters, Advanced)

- Montessori certification (yes or no) \$4000 for yes
- Years in a Montessori classroom as a lead teacher
- Years at Island Montessori
- State License (yes or no) \$1000 for yes
- Extra Montessori certifications (yes or no) \$3000 for yes

- HQ for Middle School, EC, and Specials (\$2000) Every year, pending state and county budget increases, we increase a percentage to the base, trying to come close to the state increase.

- Bonuses when the budget allows

- Every 5 years, with the new strategic plan, we look at the other lines to adjust where we think is needed. Very low capital cost
 - Extremely low administrative cost
 - Some lucky breaks with grants
 - Being very conservative in all aspects of finances. Sometimes, but not often the “NO” word has to be used
 - Being patient with our wants and really focusing on our needs
 - Specials go from 50% to 75% = \$23,066 increase
 - Guidance Counselor goes from 50% to 100% = \$16,100 increase
 - New ENVI ED Teacher = \$25,575 increase
 - Reading Interventionist = \$25,000
 - Community Communication Coordinator = \$42,000
 - 2% Base increase and 2 steps for all teachers (to get them where they belong)
 - TA increase = \$12,682 (10% increase)
- Total Salaries/Benefits increase of \$289,261 (19.3% increase)

Bottom line should remain conservative going forward after this next school year since there will be adjustment to amounts given by state and county to schools.

2021-2022 Budget:

Budget is based on 219 students. 2.3 million budget in terms of revenue. Expenses have gone up, mostly related to salary 22% overall increase in the payroll. 14% increase in benefits. Everything else was held at the same, others were flat rate increases like insurance. We are about \$100,00 in the red for the coming budget year, but Brian feels okay about it since the state has not announced their increase yet for the coming year.

Action: Eric made motion to pass the budget as proposed by Brian, Melinda seconded the motion. All were in favor and motion passed.

Board Recognition/Shout Outs: Shout Out from Melinda to Brian. Thanking Brian for everything, how amazing he is, even when they argue and she loves him like a brother, how passionate he is about the school. Thank you for being so great at keeping everyone focused and on task. All board agreed that they appreciate Brian’s fiscal conservative stance

Communications Director Update (Blair):

Covid Update/Reopening:

Academic Update (Susan):

She will present next meeting

HOS Report (Alicia)

Grade Level Active Enrollment:

Kindergarten: 25, 1st Grade: 24, 2nd Grade: 23, 3rd Grade: 23, 4th Grade: 23, 5th Grade: 24, 6th Grade: 20, 7th Grade: 22, 8th Grade: 20, Total: 204

Student Discipline Report:

No incidents to report.

Data for Reporting/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*

1. *Mission Based Program and School Improvement Initiatives Updates*

- Progress Reports were sent out. Some feedback on Specials progress reports were reviewed and will be worked on for next year
- PD calendar, Communications plan, handbook updates are all being worked on
- Reading Camp begins on June 28th.
- Year of the Roots - planning and logo design is also in the works.

1. *Facility Update*

- Mr. Jon is working hard already!!
- Bench tables are being stained
- Turtles will be getting a new home outside in the U shaped garden box
- UE building is getting new floors this week
- Waiting on a new energy gage to turn on the solar panels!
- Staff room will be getting a face lift
- Sprinklers have been turned on and the lawn crew has been out to mow and weed whack.

1. *Compliance Reporting*

- Grant follow-up and documentation is being completed as needed
- EC audit is complete and corrections are being made

1. *Professional Development*

- Administration is working on plans for PD for next school year. Calendar and ideas are being drafted to be reviewed with Academic next month.

Financial Report (Treasurer's Report – Kari) – see Budget presentation by Brian above.

Strategic Plan update – State Plan:

No update.

Board Strategic Plan:

No update.

Special Board Projects:

No update.

Executive Committee (EX):

No update.

Grant Committee:

No update.

Finance Committee:

No update.

IT:

No update.

EC:

No update.

Nutrition/Lunch Program:

No update.

After School Specials:

No update.

Outdoor Committee:

HR/Policies and Procedures:

Marketing:

No update.

Diversity Update:

Melinda will table this until the next meeting.

Board goals sheet: all board members ranked them within the Google Document.

Alumni Committee:

No update.

OLD BUSINESS/NEW BUSINESS:

Old Business:

Board application will be up on the website later this week. Board positions need to be re-voted at the July meeting.

- Administration is working on plans for PD for next school year. Calendar and ideas are being drafted.
- HOS is enrolled in Montessori Fundamental for School Leaders through NCMPS starts next week.

- June 28th - Reading Camp begins
- July 5th - building closed

Kari moved and Melinda seconded into closed session at 7:53pm.

New Business:

Eric made a motion to come out of closed session at 8:43pm, Jill seconded.

Melinda motioned to adjourn the meeting, seconded by Eric. The board unanimously approved to adjourn. Meeting was adjourned at 8:47PM.

REMINDERS:

- Next board meeting is Wednesday, July 21st 2021, at 7:00PM, in person.
- Next Executive Committee meeting is Thursday, July 15th, 2021, at 10:00AM, via Zoom.

Upcoming Events:

ACTION STEP ITEMS:

None

