

ISLAND MONTESSORI CHARTER SCHOOL

BOARD OF DIRECTORS MEETING MINUTES 3.16.22

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

Time: 7:05 PM meeting called to order

Board Members Present:, Eric Jelinski, Renae Harris, Nicole Smith, Pamela Thigpen, Jill Davenport, Jeremy Linqvist, Michael Davenport joined meeting at 7:10pm

Not in attendance: Melinda, Kari Namiot, Miranda, Whitney Wilson

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

Eric 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:

FSA Liaison (Kari) – Alicia gave the update tonight:

Turtle Trot

- Turtle Trot has almost 200 participants registered as of now, but the price has gone up. Please remind our families to use code IMS Family for \$5 off (staff has a \$10 off code)
- Shirts for T3 have been ordered so any sign ups now will not be guaranteed the shirt size they want, but we do our best to accommodate
- We will be sending out a sign-up Genius for volunteers for the courses - please consider volunteering if you aren't running the race! This is a great job for grandparents too!
- We are seeking a group of people (preferably without children) to help with the color station on the course - anyone that knows of an organization that might want to volunteer should contact FSA - we have already reached out to Hoggard Beta Club but haven't heard back.
- HUGE THANK YOUS to Jill Davenport, Tim Murphy, Mandy Bernard, and Angie Rowe for helping with sponsorships for the race as well as our families that sponsored including the Fowlers (4 Seasons Demo), Renae Harris (Alpha Mortgage), Michael Davenport (MD Law), Mandy Bernard (Salty Dog Yoga and Surf), and the Clines (Cline Law).

Freak Out Party

- Despite already noted issues, we did a great job with the Freak Out Party. We far exceeded our fundraising goals for the night.
- THANK YOUS to Lindsay Moye (Children's School FSA Liaison), Angie Rowe, and Beth Riegler, plus all of the families who helped by donating raffle basket items

Spirit Gear

Spring Spirit Gear orders are in and we are not accepting any further orders. We used Sign Up Genius this time around instead of Big Cartel and it worked well. FSA is considering moving all operations for payment to Sign Up Genius but is also considering a survey to families at the end of the year to see what their experience with the payments has been. We have now used it for Glow Golf, Bowling, and Spirit Wear orders.

Forward Thinking

- Our April Newsletter will be advertising open positions within FSA
- We are working on planning for Teacher Appreciation in May
- We are planning bridging gifts for May
- We have an End of Year Party in the works for Wednesday, May 25th at Lazy Pirate - we request as many board members and staff to attend as FSA will have a big announcement at that event - mark your calendars!

Meeting Agenda:

Jeremy Linquist made a motion to approve the agenda. Nicole Smith seconded the motion. Vote held and passed unanimously.

Previous Minutes:

Jill Davenport made a motion to approve the February meeting minutes. Eric Jelinski seconded the motion. Vote was held and passed unanimously.

Covid/mask policy update:

Eric Jelinski made motion to keep policy the same. Jill seconded the motion. Vote held and unanimous.

Communications Director Update (Blair):

See update from Blair below in HOS report

Covid Update/Reopening:

Diversity committee:

Will be meeting again on Monday, March 21st.

Marketing Update: None

Fundraising Update: None

Academic Update (Susan):

Susan gave overview of the lesson: Understanding How Plants are Grouped. It is a lesson for 5th year but 4th year can use it as advanced lesson, 6th years as a review.

HOS Report (Alicia):

The following information is provided to the Board of Directors:

Enrollment

Grade Level	Active Enrollment
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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			
May			

Important Dates:

- March 25th - Parent Conferences
- March 28th - April 1 - Spring Break
- April 15th - 18th - Easter Weekend
- April 21st - Alicia meeting with other Montessori HOS, will be touring Sterling, Willow Oak, Moore Charter Schools
- April 25th - 29th - Alicia OUT OF TOWN! :)

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 MISS process around progress monitoring, observations, and quantifiable data.*

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

- Charter Renewal meeting was completed. We will not find out recommendations until September
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3. ***COMD Update***

- The state continues to require mask policies to be voted on monthly by the board
- The transition to mask optional has gone well.
- March update to School toolkit includes verbiage around all schools moving towards masks optional.

4. ***Communications Update***

Service Learning & Communication Report - Blair Williams

Service Learning Updates

- Our February Donation Drive was a success!
 - We were able to have an alum come teach students how to make dog blankets for the animal shelter.
 - Families donated items from the organizations wish lists and FSA raised funds for us at their bowling event that we will donate directly to the Humane Society and Paws4People.
 - Small group of 6th and 7th graders accompanied me to drop off the donations.
 - I have signed up for a virtual service learning professional development with the National Youth Leadership Council that will take place on April 27th. My hope would be to try and plan to attend this event in person next year!
- Cape Fear River Watch
- A group of four 7th graders continues to visit the adopted creek at Arrowhead Park for taking water samples. They discussed ways to raise awareness and help stop the growth of e-coli in some of our creeks. We're hoping to possibly create a service project for them with CFRW.

Rise Up Farms

- Our LE classes are taking field trips this month and next month to visit Rise Up Community Farms to learn about their mission and more about seeds, planting and harvesting.
- We currently have two groups of 8th graders that visit Rise Up each week. On March 17th, I am taking a bus with both groups to the farm for a panel discussion with Rise Up and Vigilant Hope about what they've experienced and learned throughout their time volunteering at these organizations.
- Ms. Elizabeth has planned art installations/beautification projects with her middle school students for Rise Up Farms. These service learning projects will take place during the first week of April. We have also connected her with local bee farmers who need bee boxes built and painted. She plans to work on that project with her UE students. I LOVE connecting service learning projects with any class or teacher that is willing! Hope to see this idea continue to GROW at IMS!

Vigilant Hope

- A small group of 8th graders experienced a community breakfast with Vigilant Hope and members of the homeless/food insecure community. These are always such awesome experiences for myself and the students. We hope to continue these breakfast outings during the month of May.

Foster Pantry

- Starting last month, I have been taking my regular Skywatch groups to volunteer with Foster Pantry. The students really enjoy the work and have shared that they feel more useful and needed volunteering here. For that reason, I have continued to schedule regular weekly visits to this location.
- I have connected with a volunteer at Foster Pantry (who is also an IMS parent) and the director of FP for ideas for service learning projects that the students can work towards next year, along with their regular volunteer visits.

Passion Projects

- **Community Bench**

- Our 5th year student Lilah Taylor wrote a grant and was awarded \$500 towards her project of building/donating a bench for the bus stop.
- Alicia and I met with WAVE Transit who are super supportive of this and offered two locations for the bench. One location is a place that has a need for one (Brightmore Senior Center) and the other would be the very edge of our campus, closest to the bus stop.
- Lilah and I met and she would rather donate the bench to the area that needs it the most, so we will be installing her bench (hopefully) during the Global Youth Service Week at IMS.
- She and I both attended a Zoom meeting with Youth Serve America to review her project and the guidelines for the grant.
- Currently I am in contact with WAVE Transit for specifics on starting the bench beautification at Brightmore. More details to follow!

- **3rd Year Small Group & Ms. Tara - 'Seeds for Change'**

- Recap - a few students from Ms. Wendy's class were eager to sell seeds to donate to our school for our outdoor classroom. I worked with them and recruited Ms. Tara so we could make this passion a reality!
- Seeds have been donated from students in Ms. Wendy's class
- This month Ms. Tara took the group of three students to a local seed farm to learn more about seeds and how to grow them.
- In EE for Lower EI students, Ms. Tara is working with all students on planting the seeds that they hope to grow and sell as a fundraiser for IMS.

- **3rd Year Small Group - Book Publishing**

- I am working with a group of two students who are eager to publish a book that they originally wanted to sell as a fundraiser for IMS this year at the 'Specials Showcase' in May. If time doesn't allow us to have the book ready and published by then, plans for publishing it next year are in place. We are meeting weekly to work on rough drafts and a plan for their storyline. We are currently meeting to review their rough draft and we will begin editing the pages for the book submission next month.

Grant Writing

- Two middle school students were nominated to help with writing a grant for a service project for the Middle School. Students used the knowledge they learned from our time with Rise Up/Vigilant Hope to foster their idea of creating 'Resource Bags' for community members in need. Grants that are accepted will be announced at the end of March.

- Here is an excerpt from the grant that explains their idea:

- With our classmates, we plan to create 'Resource Bags' for individuals that are either experiencing homelessness or food insecurity. From our volunteering with local organizations, we have learned what resources are available locally and plan to include that information in our reusable backpack resource bags. We also plan to include healthy snacks, easy to open canned food, other non-perishable foods, hygiene items, and a reusable water bottle. Lastly, each student will write a handwritten card of encouragement to place into each bag. We have raised some awareness already by talking to our middle school about the project. Vigilant Hope has also come to our school and presented to students on what they do and how they help the community. We have done several donation drives at our school already this year and hope that our families will want to contribute to this one as well. Lastly, we plan to recruit rising 6th grade students to join us in our efforts. This will be a great opportunity to bridge the gap between upper elementary and middle school. If given this opportunity, we would plan to order our supplies by the beginning of April. Throughout the month of April, we would plan classroom visits to present on our project and encourage the upper elementary students to help us in our efforts. We will also design and print the resource sheets and work on our handwritten notes. During the final week leading up to Global Youth Service Day, we plan to assemble our resource bags and share them with our school community and Vigilant Hope for distributing as needed.

Global Youth Service Day

- GYS Day is in April and celebrated the last weekend of that month.
- At our last staff meeting, I presented the idea of a 'Service Learning Week at IMS' during the week of April 25th - 29th.
- Each classroom will brainstorm an idea for service, whether here on campus, in our local community, or for a global cause.
- Submissions will be uploaded to a google doc for all to see. Deadline for submissions is March 25th.

- Project Proposal / Teacher Submissions
- We would love for this to be an annual event here at IMS for our students and staff.
- I am working with Steve Fiscante who plans to donate some of the materials needed for our schoolwide ‘Serving with Our Hearts and Hands’ mural that will be the finished product to remind students of their work both on and off campus. Here is a rough idea of the proposed mural. Children’s school will have a 4x4 board as well.
- The EC Department plans to re-do/beautify the sensory garden as their project during our week of service, which will go nicely with the mural installation.
- We plan to make this an annual event for our school every year during this time.

Communications

- We are still waiting for the part from Sign Command. I have been in contact with them and will continue to be in contact until they tell me the part has shipped.
- I have been working with AmberLynn and FSA to continue to share School Cues and social media postings about all the events taking place at IMS.
- Charter Renewal video was completed this month and can easily be added to the website if the board thinks that would make sense.
- January minutes have been added to the website.
- Planning to invite alumni to volunteer at a station for our Tinted Turtle Trot happening in April. Working with current alumni to create a sign up and promotional materials to share out after spring break.
- Working with the 8th grade parents for planning their end of year celebration.

5. *Marketing Update*

- *None at this time.*

6. *Facility Update*

- Picnic tables have been ordered
- Door materials have been purchased
- Fire ants are back. Company came to treat both campuses with a one year guarantee

7. *Compliance Reporting*

- All required reports are being submitted
- Last year’s ECAudit is closed out.

8. *HR/Policies & Procedures Update*

- calendar creation of policy reviews, updates, and committees

9. *Professional Development*

- *Blair is attending a Service Learning Conference in April*
- *Resilience training was this afternoon with staff. Follow up coaching session is scheduled for April/May.*
- *Administrative team is beginning to look at PD for next school year.*

10. *Strategic Plan Update*

- The Admin and Academic Committee spent time talking about the strategic plan and where as a committee, our focus should be moving forward.
- I will be creating a yearly review of the strategic plan for the April board meeting as well as next steps for the board and the school for the process of rewriting our strategic plan.

11. ***IT Update***

- John has corrected the Staff Leave form!!!
- John checks in with teachers weekly to support any technology needs or issues.

12. ***EC Update***

- Currently, there are 39 EC students with 1 referral for service - *That is 20% of our student population.*

13. ***Nutrition/Lunch Program Update***

- Lunch program continues to run well. We are adding Your Pie to Mondays.

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.

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

Brian gave the update in Kari absence

March Bank numbers:

\$794,061.94 Main Bank Account

\$253,096.87 Live Oak Bank

\$250,604.8863 NBKC

County decided the stage needs to be put on pilings. Adding extra cost.

Update on the multi-purpose building: waiting on appraisal for the bank to be able to close on the loan

Once the loan is secured Brian will be ready to sign the contract with the contractor for the multi-purpose.

OLD BUSINESS/NEW BUSINESS:

Old Business:

Brian covered the building and outdoor classroom update in the Treasurer report

New Business:

Eric Jelinski let us know that Kari Namiot is resigning, and her last meeting will be the June meeting.

All officer positions are voted on each June.

Michael Davenport made motion to adjourn the meeting, seconded by Jeremy Linqvist. Unanimously approved. Meeting was adjourned at 8:14pm.

REMINDERS:

- Next Executive meeting is Thursday April 14th at 10:00 a.m. via Zoom
- Next Meeting – Wednesday, April 20th at 7:00 p.m

