

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

**12.14.20**

Meeting Location: Virtual, via Zoom  
Time: 7:00PM

In attendance, via Zoom: Melissa, Molly, Jill, Michael, Kari, Renae, Eric, and Melinda  
Staff in attendance, via Zoom: Brian, Carrie, Blair, Judy, Susan, Alicia, Tim, Yvonne, and Andrea  
Absent: None

Guests: Anna Lee, Chris Royal, and Jennifer Garrabrant

Alicia announced that this meeting would be recorded and archived. She emphasized that it is a public meeting and stated that if anyone would like to view the video archive, they may request it from the front office. Eric motioned to open the meeting, seconded by Melinda. The motion to open the meeting was unanimously approved by the board. The Island Montessori Charter School board meeting was called to order at 7:04PM, by Eric.

**2 Minute Visitor Comments:**

*Tim McAuliffe:* Mr. McAuliffe shared that he is in attendance to observe. He asked the board to consider that all students/faculty who are receiving COVID tests be asked to not attend school while awaiting results. He wants to know if reporting a positive COVID test is a requirement. He shared his appreciation for the common sense approach administration has utilized in the past and encouraged that same approach moving forward. He urged the board to consider the kindergarteners as part of the LE population. He feels there may be cross contamination between the campuses.

*Yvonne Sacewicz:* No comment.

*Andrea Beyrer:* No comment.

*Anna Lee:* As the parent of two students, she feels that the reopening process has been handled wonderfully. She advocates that we stay in the current Aa/Bb plan. Ms. Lee shared how impressed she was with all the COVID protocol the school follows. She thanked everyone for all their efforts.

*Chris Royal:* No comment.

*Jennifer Garrabrant:* No comment.

**FSA Liaison (Melissa):**

Melissa shared that AmberLynn will attend the January meeting to discuss the T3. The FSA is actively recruiting new board members, for both the spring and the 2021-22 school year. They are working on scheduling another "Take Out Tuesday" event for January. The FSA just completed their online Book Fair. Melissa relayed that it would be greatly appreciated if when shopping on Amazon, for members of our community to consider utilizing Amazon Smiles, to benefit the FSA.

Alicia 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 accept the November 18th meeting minutes, seconded by Melinda. The motion to accept the November 18th meeting minutes was unanimously approved by the board.

**Board Recognition:**

No update.

**Communications Director Update (Blair):**

Blair wanted to remind the board to participate in giving input for the website review. She will reshare the document again. Blair stated that she will continue to send the weekly pictorial review via social media. She will begin to include lottery information in posts and ask our families to share that information.

**Academic Update (Susan Avenengo):**

Susan provided an update on coaching. She reported that she is meeting weekly with teachers at each level. She is also meeting with TA's and Specials teachers monthly. She is staggering her observation. Susan expressed happiness in being a part of the IMS team.

**HOS Report (Alicia)****Grade Level Active Enrollment:**

Kindergarten: 26, 1st Grade: 25, 2nd Grade: 24, 3rd Grade: 25, 4th Grade: 23, 5th Grade: 25, 6th Grade: 21, 7th Grade: 22, 8th Grade: 20, Total: 211

**Student Discipline Report:**

None.

**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**

- Staff is working with the EC Coordinator to review data points and begin tier support and documentation.
- The Academic Committee met to discuss progress reports for January. Thoughts about options for reopening more will be discussed at the January meeting.
- Lottery dates are set and advertising is underway to support virtual sessions that will take place next year.
- Surveys are going out to families to determine enrollment for full remote and hybrid return in January.

**3. Facility Update**

- Outdoor environments are set. Teachers would like more benches and tables for lunches and/or secure coverings on rainy days.
- Grass areas are being maintained on a bi-weekly basis.
- Sunshades need to be rethought. While the material is waterproof - they need to be angled or restructured to drain water on rainy days.
- Peter has addressed the leak at the Children's School.
- Moisture issue is being solved with a dehumidifier.
- Peter caulked the two window leaks caused by the last storm.
- The outdoor sink is hooked up. It is on a timer so it does not run when there is no one at the school.

**4. Compliance Reporting**

- The audit is complete.
- Grants compliance reports are complete and submitted.

- State is coming to review Beginning Teacher Program and files in January (need board approval for BT Plan).
- State will review the EC Program and files virtually in the spring.
- Title IX policy, procedures, and training. Policy and procedures will be ready next month for first read. Training will follow after approval.

**5. Professional Development**

- The staff reviewed the MTSS process and needed items/deadlines moving forward.
- The staff have completed the Orton Training. Stipends will be given to those who turn in their certification of completion.

**Financial Report (Treasurer's Report – Kari)**

1. Money in United Account: \$1
2. Money to draw from the state: \$799K
3. Live Oak account: \$251k
4. NBKC account: \$250k
5. CFMV account: \$405K
6. Identified Potential Short/Long Term Issues: none at this time:
  - 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:**

No update.

**Finance Committee:**

No update.

**IT:**

No update.

**EC:**

No update.

**Nutrition/Lunch Program:**

No update.

**After School Specials:**

No update.

**Outdoor Committee:**

No update.

**HR/Policies and Procedures:**

No update.

**Marketing:**

No update.

**Diversity Update:**

No update.

**Alumni Committee:**

No update.

**OLD BUSINESS/NEW BUSINESS:**

**Old Business:**

- Christmas bonuses for teachers were discussed. Eric made a motion to approve \$750 Christmas bonuses for each teacher. Jill seconded, The motion to approve \$750 Christmas bonuses for each teacher passed unanimously by the board.
- Jill made a motion to extend the emergency leave policy through the end of the school year. Melinda seconded. The motion to extend the emergency leave policy through the end of the school year passed unanimously by the board.
- Eric made the following motion, while expressing that this was a very tentative plan: when we return to school on January 4, 2021, we will return full remote for the first two weeks (January 4th through January 15th). The school is closed on Monday, January 18th for MLK Day and Tuesday, January 19th for a scheduled teacher workday. Starting on Wednesday, January 20th elementary school grades 1 through 6 will have the option to return to school for the remainder of the week for 1/2 days (12PM dismissal). The week of January 25th, our 1st through 5th graders will have the option to attend school full time for 5 days per week. Our 6<sup>th</sup> graders are not currently permitted to be here for the 5 days, so they will be able to attend Monday, Tuesday, Thursday, Friday and will be virtual on Wednesday. Our 7<sup>th</sup> and 8<sup>th</sup> graders will remain on the Aa/Bb schedule, pursuant to the state mandate. We will continue to operate a full remote option for families that do not want to attend school in person. This is a tentative plan and the IMS Board of Directors will meet the week of January 11th to reaffirm this plan or change course, as needed. Melinda seconded the motion. A conversation transpired regarding this motion. Alicia shared that a survey was sent to staff. She reported a split response, with half of the respondents wanting to stay in the Aa/Bb plan and the other half expressing concern, as the county numbers continue to rise. Jill expressed support for the motion. Molly questioned why we need to make this motion, at this time. Eric responded that he believes we need to give our families some expectation of what to plan for. Alicia shared that we need this tentative plan so that teachers can prepare. Alicia feels that returning as full remote for two weeks gives us the time we need to watch the numbers and decide. Molly expressed concern knowing that teachers' responses were split. She requested more input from staff for board review. Melissa expressed hope, with vaccinations beginning to be released just today, and a desire to be fully open. She is not in support of this motion, however, as she feels that we are placing our community at an increased risk of exposure. Jill supports waiting until the second week in January so that we can assess accurate data and numbers. There were seven votes in favor, and one vote against the motion, with Melissa dissenting. Alicia will share survey data with the board. She will also send information to the board regarding data from other schools. Eric asked if we could have an expert attend the January meeting.

**New Business:**

- Jill made a motion to accept the Beginning Teacher policy as presented to the board. Melinda seconded. The motion to accept the Beginning Teacher policy as presented to the board passed unanimously.
- Eric shared that Ex discussed a new application process for accepting board members. Brain confirmed that according to our charter bylaws, we need to have a minimum of seven board members.

Molly motioned to adjourn the meeting, seconded by Michael. The board unanimously approved to adjourn. Meeting was adjourned at 8:25PM.

**REMINDERS:**

- **Next board meeting is Thursday, January 14th, 2021, at 7:00PM, via Zoom.**
- **All committee reports are due by Friday, January 8th, 2021 [PDF Format Please!].**
- **Next Executive Committee meeting is Thursday, January 7th, 2021, at 10:00AM, via Zoom.**

**Upcoming Events:**

- **December 18th - half day beginning of Winter Break**
- **December 17th - end of 9 weeks**
- **January 4th - return from break**
- **January 11th - 29th - MAP testing**
- **January 11th - Progress Reports are due**

**ACTION STEP ITEMS:**

- **Alicia will share survey data with the board. She will also send information to the board regarding data from other schools.**
- **January 22nd - Progress Reports sent home**