

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTORS MEETING MINUTES
05.19.21**

Meeting Location: 6339 Carolina Beach Rd., Wilmington, NC 28412
Time: 7:07PM

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

Guests: Emelie Myers

Carrie started 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.

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 7:10PM, by Eric.

2 Minute Visitor Comments: No comments

FSA Liaison (Eric gave announcement):

Amber Lynn 191 participants made over \$5,000 after expenses. Bridging gifts are ready. Back to school event September 9th. Working on designing next year spirit wear so will be doing pre order only. Got good feedback on teacher appreciation week but open to suggestions for next year. Have scholastic dollars available for anyone that needs to use it now. Will be doing teacher grants. FSA also wants to know about any immediate needs for equipment purchases or special projects.

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:

Jill made a motion to accept both of those meeting minutes from March and April Charter School to include the edits that have been made. Michael seconded. Unanimously approved the minutes.

Board Recognition/Shout Outs: Shout Out from Melinda to Carrie and Alicia for carrying us through covid, not enough money, dealing with staff and parents during the craziest year ever. Also, a big shout out to everyone in the FSA this year in doing a great job, especially with the Turtle Trot this year.

Communications Director Update (Blair): Social media they highlighted teachers each day, lots of photos up from the Tinted Turtle Trot last weekend. Generating ideas for next year. Would like to do a video to end the school year with highlights. Website improvements and ideas to implement over the summer. Adding an alumni tab. Adding a photo page/tab to add event pictures after they happened.

Covid Update/Reopening:

Academic Update (Susan):

Vertical planning: August will be the first meeting, January will be to check in on the goals, June will be to plan for the following year. Ongoing planning to make it part of the culture. Coaching update: practiced team approach to observation. A classroom teacher plus Susan observing for 15 minutes together and then comparing notes. Sometimes it was specialists combined with another teacher or two together and Susan filling in so that there were lots of opportunities to observe the children as teams. Instead of just observing next year she would like students to give lessons on a material they are very comfortable and fluent with. Board would like to see a brief lesson at meetings so that they can be more familiar with the materials and process.

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*
- 6. Teach **perspective** in all learning opportunities as part of mindfulness*

1. Mission Based Program and School Improvement Initiatives Updates

- Staff continues to work with EC Coordinator to review data points, tier support and documentation
- Teachers are working on progress reports
- 2021-22 Year of the Roots

1. Facility Update

- Classrooms are working outside
- Many of our picnic tables are needing to be replaced and/or reinforced.
- Sprinklers have been turned on and the lawn crew has been out to mow and weed whack.
- The community bench!

1. Compliance Reporting

- Grant follow-up and documentation is being completed as needed
- Attendance letters and meetings are being scheduled for those that need them.

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.

Calendar needs to be edited with 191 teacher workdays. No change to student schedule. Have changed the number of staff days. They will have to start earlier but it is all for them to set up their environments for the extra days. The week of 16th would be then more just for professional development. June 6th was also added as teacher workday to get to the 191 days. Melinda made a motion to accept the calendar changes. Eric seconded the motion. Vote was unanimous.

Melissa Story had submitted another grant for an outdoor environment, and it was awarded, for \$9,708. The engineer will work with the school on how the outdoor space can be used. Alicia shared pictures of ideas on nature trails, amphitheater, outdoor classroom, boardwalks over more wetland areas, markings on wildlife, plants, trees.

Financial Report (Treasurer's Report – Kari)

CFMV: \$526,345

Live Oak: \$252,004

NBKC: \$250,497

Budget for next year (Brian):

Brian presented a draft budget for next year including teacher-based salary increases from the county, will have more info on that once the county finalizes the numbers. Received a lot more federal money from covid for 20-21 school year but cannot include anything for the 21-22 year since that isn't something expected to continue. Do not know the exact health insurance cost increase yet from Blue Cross Blue Shield. There has not been an increase in 3 years. \$5,000 in budget and \$9,000 in grant to both be used for outdoor space. The numbers aren't final because the state budget increase has not been set yet.

Kari recommends accepting it, as it is. Will vote on it next month. Will have county revenue numbers by June but will not have state revenue numbers by June. Average is 2.34% year over year from the state for hypothetical planning. Eric wants to be prepared to have healthy discussions about teacher salaries to make sure they are getting paid in line with the rest of NHC.

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:

***Copy over from Children's School minutes

Alumni Committee:

No update.

OLD BUSINESS/NEW BUSINESS:

Old Business:

Board member application process update: Jill is going to help Molly finish the application this week. Eric would like us to have one last look at it and vote over email on the final application. Leave the application process open through the first week of July and then review applications at the July meeting.

Discussion around having goats as part of environmental science

New Business:

Went into close session 8:13pm and back into open session at 8:17pm

Melinda moved that the Charter School pay the \$10,000 Steve Long, Eric seconded. NO discussion, unanimous vote. Motion carries.

Jill made a motion to accept employees A and B for hire Melinda seconded. Motion passes

Jill made a motion to accept the list of employees that are going to re-offer contracts too. Melinda seconded. Motion passes and carries.

Eric made motion to go back into closed session to discuss a personnel matter at 8:18pm

Out of closed session at 8:25pm, Melinda made a motion to offer Alicia a 3 year contract at 10,000 over last year and include child care like previous year and begin July 1. Eric seconded. Vote was unanimous

Melinda motioned to adjourn the meeting, seconded by Eric. The board unanimously approved to adjourn. Meeting was adjourned at 8:26PM.

REMINDERS:

- Next board meeting is Wednesday, June 16, 2021, at 7:00PM, in person and via Zoom.
- Next Executive Committee meeting is Thursday, June 10, 2021, at 10:00AM, via Zoom.

Upcoming Events:

Turtle Trot

Bridging Ceremony

ACTION STEP ITEMS:

None