

ISLAND MONTESSORI CHARTER SCHOOL

BOARD OF DIRECTORS MEETING MINUTES 4.20.22

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

Time: 7:10 PM meeting called to order

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

Not in attendance: Miranda Brothers

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

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:

No visitors in attendance

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

Turtle Trot

- Turtle Trot had 100 more participants registered than normal.
- Seeking more members for the FSA
- Teacher grants will be going out.

Meeting Agenda:

Jeremy Linqvist made a motion to approve the agenda. Melinda Cummings seconded the motion. Vote held and passed unanimously.

Previous Minutes:

Jeremy Linqvist made a motion to approve the March meeting minutes with the suggested edits. Eric Jelinski seconded the motion. Vote was held and passed unanimously.

Covid/mask policy update:

Jill Davenport made motion that the school will remain mask optional. Michael Davenport and Melinda Cummings seconded the motion. Vote was held and passed unanimously.

Communications Director Update (Blair):

Service Learning Updates

Rise Up Farms

- Ms. Elizabeth and the middle school students visited Rise Up this month to install their art projects around the farm. It was a hugely successful day!
- Two of our middle schoolers have interviewed for an internship with Rise Up for the summer. We hope to hear back in May if they have been hired!
- Summer program information has been shared with middle school parents and a few have already signed up.

Foster Pantry

- Weekly visits continue with small groups of 8th graders

Passion Projects

- 3rd Year Small Group & Ms. Tara - 'Seeds for a Change' is up and running. Almost all seedlings and plants have been sold for a total of \$120! The seeds will be passed out to families on Earth Day.

Grant Writing

- Community Bench
 - Lilah met me at school on our Teacher Workday last Friday and we went shopping for her supplies with parent Steve Fiscante. Lilah and her classmates will work on the bench during Global Youth Service Week.
- Our Middle School was awarded a \$500 grant for their Community Resource Bags! We are so proud of them! I am working with the two 8th grade ambassadors/grant writers with the planning stages of purchasing the items needed and coordinating the bag stuffing. They will also be involving the 6th year students to teach them about this organization for Service Learning and to build connections with them for the following school year.
- We have connected with several local organizations to help make sure the bags contain items that are most in need.

Global Youth Service Week



- Taking place the last week of April
- All classrooms have chosen an area of service for either on campus or a local/global cause off campus
- [Project Submissions](#)

- We are planning for this to be an annual event here at IMS for our students and staff.
- I met with Steve Fiscante on our Teacher Workday to purchase the wood and paint for the mural project. He was so kind to offer to help AND purchase the materials needed.
- Ms. Wanda's students will be painting the boards white this week and next in preparation.
- 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 have a plan in place for classrooms/students to add their hand print to the murals on Friday, April 29th at the Charter School and Wednesday, May 4th at the Children's School.

Communications

- Sign Command is UP and RUNNING! Hooray!
- We had a few alumni volunteers at the Turtle Trot this year. My personal goal for next year is to have more of a presence with our alumni, just alot to fit into this first year in this new role.
- The 8th grade celebration was a hit! Such a sweet event with attendance from all but 1 student.
- Yearbook order information has been shared with families and the yearbook will be finalized and submitted this week.

Diversity committee: Melinda Cummings did follow up on gathering phrases to add to her list from some of the newer board members inclusive, accepting, child lead, valuing uniqueness and creativity, confidence aspirational but unrealized.

Fundraising Update: None

Academic Update (Susan Avenengo):

Susan Avenengo couldn't be in attendance tonight so Alicia Rheel shared on her behalf. Alicia shared a newsletter that Susan creates each month and it goes out internally to all the staff. She shared one that features Specials teachers, lessons, helpful classroom tools.

HOS Report (Alicia Rheel):

The following information is provided to the Board of Directors:

Enrollment	
Grade Level	Active Enrollment
Kindergarten	27
1st Grade	25
2nd Grade	23
3rd Grade	24
4th Grade	24
5th Grade	24
6th Grade	23
7th Grade	17
8th 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	0	0	0
May			

Important Dates:

- April 21 - Touring Willow Oak and Sterling
- April 25 - 29th - Global Youth Service Week
- May 12th - Specials Showcase
- May 18th ½ for students
- May 18 - 20 - EOGs

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 MTSS process around progress monitoring, observations, and quantifiable data.

2. Mission Based Program and School Improvement Initiatives Updates

- Year of 2022-2023
- Alicia did overview of Year of Celebration for next year that will be focused on Montessori cornerstones but that it is 10 year anniversary for Island Montessori Charter School
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3. COVID Update

- The state continues to require mask policies to be voted on monthly by the board
- The transition to mask optional has gone well.
- No new updates to the School Toolkit from the state.

4. Communications Update

- See above report from Blair

5. Marketing Update

- *None at this time.*

6. Facility Update

- Picnic tables have arrived and are being put together
- Door materials have been purchased. Waiting to be installed

7. Compliance Reporting

- All required reports are being submitted
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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*
- *Administrative team is beginning to look at PD for next school year.*
- *Resilience Coaches are returning in May to follow up from previous training.*

10. Strategic Plan Update

- The Admin and Academic Committee spent time talking about the strategic plan and whereas a committee, our focus should be moving forward - This focus was on Goal 2
- Please see review of the Strategic Plan Document.

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

April head count was 40 EC students. 32 are in tested grade levels. 3 are in referral and 1 is preparing for exit from services.
MTSS currently has 13 students on Tier III(Intensive Support) and 31 students on Tier II(Supplemental Support)

13. Nutrition/Lunch Program Update

- Lunch program continues to run well. Your Pie has been added to Mondays. We continue to have a large number of free/reduced students who are utilizing the lunch program. Other student orders are not off-setting the cost of the free/reduced lunch students but we are still doing better than what would be projected if we did not have a hot lunch program for all students.

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):

March Bank numbers:
\$839,310.8 Main Bank Account
\$253,225.49 Live Oak Bank
\$250,615.52 NBKC

\$4500 for the cost of lunch so far this year, 25 students are eligible. 18-20 students use it on average each week.

OLD BUSINESS/NEW BUSINESS:

Old Business:

None

New Business:

Melinda Cummings gave shout out to Alicia Rheel for what an excellent job she has been doing as Head of School as things transition from Covid back into focusing more on just the school.

Melinda also gave shout out to Kate for being willing to come on as Treasurer in training to replace Kari when she leaves in June.

Eric Jelinski Children's School meeting in March was only time there has not been quorum in 10 years. Eric wants to be able to always have great attendance and is open to ideas and suggestions of how to help if that is an issue for any board members. Melinda Cummings brought up the board member training/development dates to try to finalize that. Michael Davenport shared it is an important team building and meaningful educational opportunity based on past board training days. Melinda Cummings also brought up the potential that in the next 3-5 years there will be significant number of board members rolling off because of number of years they have already been on the board so it is time to start planning for future executive committee.

Eric Jelinski discussed the plan to have Kate Medero start training to become the Treasurer once Kate leaves. It would be called Assistant Treasurer position so that Kate can be on the executive committee temporarily.

Michael Davenport made motion that Kate Medero will be added to the Children's School board as assistant treasurer which will be a temporary position until executive positions are voted on at the July meeting. Jill Davenport seconded the motion. Vote was held and passed unanimously.

Brian Corrigan gave update about the construction of the multi purpose building. The appraisal is holding up closing the loan and construction cannot begin until the construction loan closes.

Brian Corrigan presented that state health insurance plans are going up 23% to \$7,800 per employee. This was slipped into the state budget. Brian is presenting that the Children's School will cover 75% of the increase of the health insurance cost for next year and the year following will go to 100%.

Michael Davenport made motion to approve the changes Brian suggested regarding the funding to the Health Insurance. Melinda Cummings seconded the motion. Vote was held and passed unanimously.

Melinda Cummings made motion to adjourn the meeting, seconded by Jeremy Linquist. Unanimously approved. Meeting was adjourned at 8:33pm.

REMINDERS:

- Next Executive meeting is Thursday, May 12th at 10:00 a.m. via Zoom
- Next Meeting – Wednesday, May 18th at 7:00 p.m