

ISLAND MONTESSORI CHARTER SCHOOL

BOARD OF DIRECTORS MEETING MINUTES 3.15.23

Meeting Location: 6339 Carolina Beach Rd., Wilmington, NC 28412
Time: 7:24 PM meeting called to order

Board Members Present: Melinda Cummings, Renae Harris, Eric Jelinski, Whitney Wilson, Pamela Thigpen, Miranda Brothers, Jill Davenport and Nicole Smith and Jeremy Linquist via Zoom

Not in attendance: Michael Davenport and Emily Elmore

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

Guest: none

Eric Jelinski 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 update from Eric:

- Reminder to sign up for the Tinted Turtle Trot

Meeting Agenda:

Eric Jelinski made a motion to approve the agenda with the edits suggested. Jill Davenport seconded the motion. Vote held and passed unanimously.

Previous Minutes:

Jill Davenport made a motion to approve the January meeting minute with the grammatical changes that had been suggested. Melinda Cummings seconded the motion. Vote was held and passed unanimously.

Academic Update (Alicia gave update tonight):

Alicia Rheel included her report in the Head of School report today and Alicia will present a lesson next month in April.

Communications Director Update (Blair):

Communications

- Weekly Snapshots are being sent out and uploaded each Friday to the website.

Service Learning

- The Humane Society has agreed to partner with us for the 23-24 school year! I am super excited about this and we plan to start small, with one group and see how the year goes.
- [Saturday Serve](#)
 - Our next Saturday Serve is a workday on the campus in April. More details to come!

8th Year Transition Day Plan

- Ms. Kelly and I worked on a plan that will help transition our 8th years into High School
- First, students will spend half the day touring the Harrelson Center learning about non profit organizations in our community. While one class tours, the other class will be volunteering with hands-on projects with organizations in the building and vice/versa.
- The afternoon will be spent with half the students reading and helping in the preschool classrooms while the other half spends time with me taking a career assessment survey and exploring career clusters and vice/versa.
- We hope this will expose students to ways they can volunteer for service hours in high school as well as learn/explore more about careers that may interest them in the future.

Youth Service America Grant

- Our students received the grant for their [Community Healthy Food Cookbook](#)
- Mael and Violet joined me in a Zoom this past week with Youth Service America and were able to see how awesome this accomplishment was! There were students all over the state that were awarded this honor - such a proud moment for me!
- We are working on our next steps to begin gardening, cookbook ideas, and planning our event.

Global Youth Service Week

- GYSW will take place the last week during the month of April
- We hope to 'kickoff' the week with our Work on Wilmington visit on Saturday, April 22nd
- More details to come once class choose their projects

National Service Learning Conference

- I will be attending the [National Youth Service Learning Conference](#) in April
- Looking forward to new ideas and general knowledge of this conference
- They do have a category for student presentations - could be a possibility for our program in the future!

Diversity committee:

Jeremy and Erin Jones that own the Roasted Bookery met with Alicia Rheel and Melinda Cummings.

Fundraising Update: None

HOS Report (Alicia Rheel):

Enrollment

Grade Level	Active Enrollment
Kindergarten	27
1- Grade	25
2- Grade	25
3- Grade	24
4- Grade	22
5- Grade	24
6- Grade	22
7- Grade	22
8- Grade	20
Total	211

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	4/4	4/3
December	0	0	0
January	0	0	0
February	0	5/5	1
March	1/3	1/5	1
April			
May			

- Teacher Conferences Monday March 20th - NO School
- Primary and Lower Parent Education Night March 29th
- Transition Day April 6th
- Spring Break April 7 - 14

Updates on Goals/Issues for Discussion

Data for Reporting/Discussion

1. *Academic Achievement*

Goals for the 2022/2023 School Year

- *Increase growth for all students with differentiated instruction in Montessori lessons driven by data/observations*
- *Create and set expectations for collaboration amongst team levels (vertical planning)*
- *Define and strengthen core reading for all grade levels to align with Montessori and State standards.*
- *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.*

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

- Specials Showcase
- Science Olympiad
- Conferences
- 3 year cycle
- transition day

1. *Communications Update*

- See notes from Blair

1. *Marketing Update*

- *none at this time.*

1. *Facility Update*

- Construction for the Chicken Coop has begun.
- Upper El Building had two plumbing issues that have been fixed
- Middle School air conditioning unit has been repaired
- Planning for summer projects around campus
- Work on Wilmington Sign up going out to families soon!

1. *Compliance Reporting*

- All required reports are being submitted

1. HR/Policies & Procedures Update

- [calendar creation](#) of policy reviews, updates, and committees
- 200 policies - second read and approval vote

1. Professional Development

- *Alicia is a part of a Equity Fellowship with the state. Monthly meetings around a variety of topics and support to build equity in schools.*
- *Charter purchased online access to AMS conference - Will have access for 30 days to allow staff time to view areas of interest.*
- *Ms. Blair will be attending a Service Learning Conference in April.*

1. Strategic Plan Update

- Edits and suggestions for Community and Communication
- Last Section will be ready in May

1. IT Update

- John is helping with teacher needs.
- We are reviewing current filters and adding stronger monitoring options

1. EC Update

- **Current headcount is 49.**

1. Nutrition/Lunch Program Update

- Working with NHCS to provide lunch for Free/Reduced. We currently have 4 students out of 29 that have opted in for this option.

1. After School Program Update

- Alhabest is running well.

Financial Report (Treasurer's Report – Kate Medero):

March Bank numbers:

\$239,156.16 United Bank (Main Account)

\$557,199.48 United Bank (Extended FDIC Acct)

\$250,955.54 Live Oak Bank

\$0 Truist

OLD BUSINESS/NEW BUSINESS:

Old Business:

Kate Medero shared the proposed increase in rent for the Children's School which passed in the Children's School meeting. She also shared that Children's School will need to start paying 50 percent and in future going to be paying 75 percent of their cost for Health Insurance.

Eric Jelinski made a motion to accept the new increase for the Health Insurance. Kate Medero seconded the motion. Discussion from Brian Corrigan explaining detailed numbers on the shares between Charter School and Children's School. Kate, Jill, Pamela, Jeremy, Nicole, Miranda, Renae, Whitney all voted yes. Melinda voted no.

Eric Jelinski made a motion to raise the rent to 72% of the current monthly mortgage amount since the mortgage amount has gone up due to current interest rates. Kate Medero seconded the motion. Melinda Cummings and Jill Davenport voted no. Eric, Jeremy, Kate, Renae, Pamela, Miranda, Whitney, and Nicole voted yes. Motion passes.

New Business:

Mc-Kinney Vento Policy was presented by Alicia. Melinda Cummings made a motion to adopt the policy and Eric Jelinski seconded the motion. The vote was held and passed unanimously.

Policy 200 second reading. Eric Jelinski made a motion to adopt the changes to the policy and Jill Davenport seconded the motion. The vote was held and passed unanimously.

Alicia Rheel shared the Strategic Plan Community and Communication parts for a first review.

Renae Harris gave Melinda Cummings shout out for making sure all the school bank accounts were at the amount that is FDIC insured. That is especially important now, more than ever.

Melinda Cummings updated the board on the meetings she has been having with the Leadership Committee. They have been having guest speakers to share about the functions of the school. Sharing the drive to find all the board documents. They will all take turns sitting in Upper El, Lower El, and Middle School to get classroom experience.

Discussion on when and how the board will advertise to add more board members. Looking for recommendations for the next meeting.

Eric Jelinski made a motion to go into closed session and Miranda Brothers seconded the motion. Vote was held and passed unanimously. Board went into closed session at 8:09pm

Melinda Cummings made a motion to exit closed session and Pamela Thigpen seconded the motion. Vote was held and passed unanimously. The board moved out of the closed session at 8:15.

Melinda Cummings made a motion to accept both contracts for the new hires. Eric Jelinski seconded the motion. Vote was held and passed unanimously.

Melinda Cummings made motion to adjourn the meeting, seconded by Jill Davenport. Vote was held and unanimously approved. The meeting was adjourned at 8:16 pm.

REMINDERS:

- Next Executive meeting is Friday, April 14th at 9:30 a.m. via Zoom
- Next Meeting Wednesday, April 19th at 7:00 p.m.