

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTOR'S MEETING MINUTES
10.16.13**

In attendance: Christina (via FaceTime), Stephanie, Melinda, Steve, Brian, Kemmy, Michael, and Jennifer
Absent: Jill & Jeremy

Visitors in attendance: Lori Birdsong Camacho (arrived late)

Island Montessori Charter School Meeting was called to order at 7:06pm by Melinda.

2 Minute Visitor Comments:

Lori said it would be helpful to make a communication to parents about upcoming Montessori compass. There are talks from parents about what we are doing in comparison to public schools, are there going to be conferences, is there going to be testing, how do we know if our kids are progressing.

Previous Minutes:

A motion to approve the previous minutes was given by Steve, seconded by Kemmy, and approved unanimously by the board.

Head of School Report (Brian):

ENROLLMENT UPDATE

Enrollment is holding steady at 142; 137 NH, 4 Brunswick, 1 Pender

FINANCIALS

\$23,716 available to request from the original allotment from the state. Next allotment due in November.
\$52,801 available liquid county funds to date. Still haven't received any money from Brunswick County.
\$23,451 available from the LOC (Brian put new HVAC on it).
\$2,388 in savings (from fundraising)

EC

No federal money yet. Completed grant to obtain money. Looking for more because we have 2 students with extreme special needs. Brian will be hiring a 3hr/day TA for one of these situations once the money arrives.

BUILDING CONCERNS

Brian is concerned about the front doors not closing and got a quote for the getting them replaced. A small fence has been installed in the back to mark off boundary where students can play outside. The new HVAC has been installed and is running smoothly.

TEACHER EVALUATION

Brian shared a short presentation with the board regarding teacher evaluations.

Executive Committee:

Strategic Discussions

1. Melinda mentioned that she and Jennifer went to a training session and learned *what our board should be doing and why*. One of the things they said we should be discussing at every meeting is "student outcomes" (what/how the children are learning compared with public schools). Melinda will have this ready for discussion by the next meeting.

Brian reported that parent/teacher conferences will be held in early November (twice a year). He will work on a schedule for parents so they know things like this are going to happen. Lori expressed her concerns, along with concerns from other parents.

2. Melinda gave the board a handout from the board session training. One thing that was brought up was focus on our mission. We are going to work on a short term and a long-term plan. They want us to outcome based. To shorten meetings, all committee reports will be due to Melinda in writing the FRIDAY before the scheduled meeting and will be sent out via email to the board on the Monday before the meeting. Everyone will be expected to read everything before they come to the meeting.

3. Melinda asked the board for input on what the big picture for the school looks like. Do we want to build, stay where we are, or add-on. Michael expressed his concern that we are \$800k in on the property where we are now. Steve expressed his feelings for building on the property adjacent to the children's school. Stephanie expressed her concerns for moving to the island and losing families. Deep discussions ensued regarding ideas for the 5 year plan for the school.

Facilities Committee:

No update since last meeting.

Marketing/ HR Committee:

Teacher bios are ready for the website and will be published soon. Stephanie also went through and updated the website to reflect upcoming events.

Academic Committee:

Brian and Samara are going to present evaluations and outcomes at the next meeting. Brian asked about doing a school calendar on the website. The board agreed that was a great idea.

Finance Committee:

No update since last meeting.

Development/Fundraising Committee:

Stephanie will email the grants to Christina. Stephanie mentioned a Fuzzy Peach Spirit Night for IMS and will send out a reminder to families. Island Day was completed and Stephanie sent out her thanks to all who came and helped.

Fuzzy Peach Spirit Night is Wednesday, 10/23 from 5-8pm.

Grant Activity: Submitted-

(1) Eshelman Foundation, \$3,424 requested for laptops and rolling cart, written by Steph Lancaster (Internal contact- Brian Corrigan), submitted 10/1/13, will hear by 1/1/14

(2) Reisert Foundation, \$ requested for Montessori Teacher Training, written by Yoko Kanoy (Internal contact- Samara Kuhn), submitted 10/15/13

In Process-

(1) Marguarite Misfeldt Foundation, request for assistance for outdoor space, Shannon Russell (working with Outdoor Space Committee), rolling deadline

(2) Cape Fear Memorial Foundation, request for school bus, Mike Maume writer/ Brian Corrigan internal contact, due 1/1/14

(3) Landfall Foundation, request for assistance for outdoor space, Danielle Kurtz (working with Outdoor Space Committee), due 6/1/14

IT:

No update since last meeting.

OLD BUSINESS/NEW BUSINESS:

Christina updated the board on the CB Boat Regatta.

Michael mentioned a possible partner with Appalachian State regarding nutritional education for Charter Schools.

Michael also discussed the decision that was made regarding the architect not being able to design our playground. Leann is crushed that she is not able to design something for us. Steve updated the board on the outdoor play area: We have certain materials that we can work with right now. The outdoor committee has come up with some money and are proposing we start some projects next month (teepees, tree stumps, tires) in the interim until we figure out what to do about the design concept from the architect. The committee also wants to build additional fencing in addition to what is already there. Steve suggested we make a decision the liability for the architect. The board agreed to NOT waive liability.

Reminder:Jeremy is setting up a nutritional class to be held on October 23rd at 5:30pm, which will also include how-to pack a nut free lunch.

Kemmy motioned to close the meeting. Second given by Steve. Meeting adjourned at 9:01pm.

The next CHARTER SCHOOL meeting will be Wednesday November 20th, 2013, at 7:00pm, at the CHARTER SCHOOL.