

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTOR'S MEETING MINUTES
06.21.16**

In attendance: Jeremy, Melinda, Christina, Michael, Dan, Drew, Stephanie, and Jill

Absent: None.

Staff in attendance: Brian and Carrie

Visitors: None.

Jeremy motioned to open the meeting, seconded by Stephanie. Island Montessori Charter School meeting was called to order at 7:00pm by Melinda.

Previous Minutes:

Melinda motioned to approve the previous minutes as amended, second by Jeremy, approved unanimously with amendments.

2 Minute Visitor Comments:

None.

FSA Liason:

None present.

Academic Committee (Samara):

Brian began with an EOG discussion. The final results are not available yet. Brian will have a more thorough discussion once the official results are in.

Head of School Report (Brian):

Enrollment update 2014/2015 school year Charter School

- K-24, 1-24, 2-25, 3-24, 4-24, 5-25, 6-25, 7-23, 8-24
- We have no students left on the 7th and 8th grade wait list and have one open seat in 7th grade.
- We lost 13 students over the summer. 3 of those students were 5th graders that went to traditional middle school. The remaining moved out of state.

Financial update

- Current cash in bank: \$434,961.74
- Cash able to draw \$7,966.69
- Fundraising account: \$999.18
- Reviewed the attached draft budgets. Final budget will not be ready until the allotment numbers come in which may not be until late July.
- Brian will be zeroing out everything June 30th and next money will show the final carryover numbers.
- Draft budget still a draft. State is not giving out planning allotments this year. NH county is only giving us \$2,660 instead of the \$2,700 like they told us to plan for in April. This will change for the better if HB539 passes.

Facilities

- Building is in and there is still much work that needs to be done. Driveway is in minus the stone. Most of the work will happen the week of June 20th.

- School buses – should be on site last week in June.
- New carpet going in the hallways of main building in July.
- Painting has been completed.

Personnel

- Vote on recommendations (closed session)
- The school will be closed down the week of July. Brian will be out the week of July 4th and the week of July 25th.

Audit

Brian had to respond to several auditor requests and one of them was to see a Division of Labor Segregation of Duties chart, which he shared with the board for approval.

Other

Brian shared the results of the 2016 Teacher work condition survey. Overall great results and showed that overall teachers are very happy at IMCS.

Melinda reviewed the results of Brian's evaluations and discussed his action steps.

Executive Committee:

Melinda shared the committee minutes from previous meeting. We had a great meeting with the FSA and great meetings with the parents last week.

EC

No new updates.

Grant Committee:

No new updates.

Finance Committee:

Financial report was given in conjunction with the HOS Report. Dan and Michael presented the board with an update on our refinance efforts. Dan and Michael are still negotiating the details with our benefactor. We are on hold with both banks pending the USDA loan outcome.

Melinda and Dan have been negotiating on the land purchase and we are currently \$21k apart.

Development/Fundraising Committee:

No new updates.

IT:

No new updates.

Lunch Program

No new updates.

After School Specials:

No new updates.

Beautification Committee:

No new updates.

HR/Policies and Procedures:

Update will be given at the next meeting.

OLD BUSINESS/NEW BUSINESS:

Melinda is also going to have our accountant review our files to make sure that all tax forms have been filed.

CLOSED SESSION:

Melinda motioned to go into closed session, second by Jeremy. Board went into closed session 7:50pm. Board came out of closed session and unanimously voted to accept all personnel contracts presented.

Meeting adjourned at 8:05pm.

REMINDERS:

- **Next board meeting is Wednesday, July 20th, at the Charter School**
- **All committee reports are due by Friday, July 15th, 2016[PDF Format Please!]**