

**ISLAND MONTESSORI CHARTER SCHOOL  
BOARD OF DIRECTOR'S MEETING MINUTES  
11.20.13**

In attendance: Christina, Jill, Jennifer, Melinda, Brian, Kemmy, Jeremy, and Michael  
Absent: Steve and Steph

Visitors in attendance: Lori Birdsong Camacho, Julie Potter, and Vicky Messer

Island Montessori Charter School Meeting was called to order at 7:10pm by Melinda.

**2 Minute Visitor Comments:**

Julie introduced herself and said her 4<sup>th</sup> grader loves the school. Lori asked if the minutes could be posted earlier than a month. Vicky has two children, one in preschool and one at the Charter.

**FSA Liason:**

Parents have been working on forming an FSA. They do not have any board members yet and are currently working on bylaws. Vicky Messer is going to be the President. Samara said we have a great group of moms who are excited to get started.

**Previous Minutes:**

A motion to approve the previous minutes as amended was given by Jeremy, seconded by Melinda, and approved unanimously by the board.

**Academic Committee:**

Samara gave the board a presentation using Montessori Compass.

Brian updated the board with the preliminary results of 3<sup>rd</sup> grade testing (our school only and compared to end of year 3<sup>rd</sup> graders last year) and our 3<sup>rd</sup> grade results were higher than the end of school year students from public school.

Jennifer reviewed the Academic Goals that are in the Charter School Application. These goals were also presented to the staff at the last staff meeting.

Jennifer gave the board a brief overview of Albanesi.

**Head of School Report (Brian):**

**ENROLLMENT UPDATE**

We have not lost 1 student since school started. Enrollment is holding steady at 142; 137 NH, 4 Brunswick, 1 Pender [Pender moved to NHC]. Additionally, Brian presented a demographic report with a map showing where students are located.

**LOTTERY**

Lottery Dates have been announced. Brian asked if at least one board member would be present at the Parent Education Nights.

**FINANCIALS**

Brian updated the board with a financial spreadsheet showing income and expenses, along with a budget. Kemmy asked for a grand total of expenditures and Christina asked for a breakdown of Fundraising money in vs. out. Melinda gave Brian kudos for a great report!

## **EC**

We hired a part-time EC assistant (Wendy Richardson) for Mrs. Robert's class. Melinda motioned to hire Wendy as a part-time assistant, second by Jill, approved unanimously.

## **BUILDING CONCERNS**

- New front door installed Wednesday 11/13/13 for a total cost of \$3,650.00. Brian paid half up front and other half to be paid in December.
- Crack still not fixed.
- Brian will be coordinating the building of the temporary wall in the 4/5 room to be completed over the holiday break. Going to try not to spend more than \$500.00
- Need to get moving on expansion project. Need a soil test at the site of new building first and foremost. Spectrum getting us a price on building design (need this for permits). The board agreed that a presentation about the expansion project will be made at the December meeting. The final vote will take place in January.

## **TEACHER EVALUATION**

We will have completed 7 of the 9 announced teacher observations by the end of this month.

### **Executive Committee:**

Committee is working on all areas of strategic planning. All board members and others will be asked for input and drafting assistance.

### **Academic Committee:**

The committee is working on SmartGoals, numerous classroom materials, and a reading program.

### **Facilities Committee:**

Discussed in HOS report.

### **Marketing/ HR Committee:**

Update given via report from Stephanie.

### **Finance Committee:**

Financial report given in conjunction with the HOS Report.

### **Development/Fundraising Committee:**

SAVE THE DATE: March 8<sup>th</sup> is the Golf Gala Event Date.

## **IT:**

No update since last meeting.

## **OLD BUSINESS/NEW BUSINESS:**

Melinda had canvases made as thank yous to all of our benefactors and asked the board for names of those we need to thank.

Jill motioned to close the meeting. Second given by Melinda. Meeting adjourned at 8:36pm.

**The next CHARTER SCHOOL meeting will be Wednesday December 18th, 2013, at 7:00pm, at the Children's School.**

**REMINDER:** All minutes/committee reports/HOS report/financial reports are due to Melinda by Friday December 13th.