

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTOR'S MEETING MINUTES
10.19.16**

In attendance: Jeremy, Melinda, Christina, Eric, Rainey, Jill, Dan,
Staff in attendance: Brian, Carrie, and Lara
Absent: Michael and Fra
Visitors: None.

Christina motioned to open the meeting, seconded by Rainey. Island Montessori Charter School meeting was called to order at 7:18pm by Melinda.

Melinda made a motion to re-elect Jeremy, Michael, and Christina for another 3 year term. Second by Jill. Approved unanimously.

Previous Minutes:

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

2 Minute Visitor Comments:

None.

FSA Liason:

None present.

Academic Committee (Lara):

Lara and Kelly have been working together on developing a plan based on the data from the MAP testing. They are looking at interventions they can do in the Montessori environment. Biggest areas of concern right now are First grade, Third grade reading, and 5th & 6th grade Math. Plans are still in tact to improve campus literacy. Island Women have not been able to get any volunteers yet. Lara is also working with UNCW and trying to get 6 individuals who can come into the school every day.

Last month the kids did an outreach project with animal advocacy and collected blankets and towels for animals in need. This month is Nutrition Advocacy. They will have a Nutritionist come in and speak about nutrition. Next month is Veterans Advocacy.

Melinda congratulated Lara on all of her hard work to date.

Head of School Report (Brian):

Enrollment update 2016/2017 school year Charter School

- K-24, 1-24, 2-24, 3-24, 4-24, 5-25, 6-24, 7-20, 8-26 for a total of 215 = short 1

Financial update

- Current cash in bank: \$260,630.21
- Cash able to draw \$194,702.00
- Fundraising account: \$1,173.48
- Please see attached budget

Facilities

- Brian is still making appointments for the company to come out and fix issues to the Upper Building. There is a whole punch list of things need to be done. Brian is less than happy with them.

- Workday on this coming Saturday, September 24th. The FSA donated \$4,000 to help get Upper Elementary Building landscape done.
- Brian met with Steve and they commissioned an engineer to help draw up the blueprints for the state work on the land/building plan for kindergarten building.
- Brian hopes to have some prices very soon on Carrie's Dream Building.

Personnel

- Vote on recommendations – closed session
 - Upper Elementary TA
 - PE/Health Teacher

Executive Committee:

See attached minutes.

EC

No new updates.

Grant Committee:

No new updates.

Finance Committee:

Dan discussed the loan update. We are looking at an ARM with a prepayment penalty. The loan is slated to close on Monday at 10am. This loan will save the school \$65,000 a year. As soon as this loan closes we will start working on the second half, which is the land deal.

The financial report is on the conservative side as we are in the first few weeks of school. Once we get the loan refinanced it should free up some additional cash in the budget. The board did not have any additional questions or concerns with the current budget.

Development/Fundraising Committee:

No new updates.

IT:

No new updates.

Lunch Program

Brian updated the board that we are losing \$150 a month on our lunch program. The \$50/week delivery fee is the main cause for this. Jeremy had some really good ideas about sharing reminders when the menu gets posted and a reminder when the orders are due. Jeremy also suggested trying to get a plug on the news. Christina suggested menu changes. She and Jeremy will discuss and try to get a new plan in place for January.

After School Specials:

No new updates.

Beautification Committee:

No new updates.

HR/Policies and Procedures:

1)Resolution to amend our purchase of the land to extend until February 24th.

2) A second resolution to allow up to \$5k in additional earnest money if needed to secure the extension.

3) Jill made a motion, to move our all of bank accounts to First South, Jeremy seconded, approved unanimously.

OLD BUSINESS/NEW BUSINESS:

Our audit came back; Dan has some issues and is still working with the auditors.

CLOSED SESSION:

Board came out of closed session and approved new hire contracts.

Meeting adjourned at 8:43pm.

REMINDERS:

- **Next board meeting is Wednesday, November 16th, at 7:00pm, at the Children's School**
- **All committee reports are due by Friday, November 11th, 2016[PDF Format Please!]**