

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTOR'S MEETING MINUTES
02.19.14**

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

Visitors in attendance: Vicky Messer, FSA President.

Jeremy motioned to open the meeting, seconded by Stephanie. The Island Montessori Charter School Meeting was called to order at 7:50pm by Melinda.

Special Guest: Previous to meeting start, board received an hour and a half academic training session about Montessori education with Patty Barshay, a Montessori consultant from Maryland. Ms. Barshay gave the board a fantastic presentation and answered questions from the board.

2 Minute Visitor Comments:

None.

FSA Liason:

FSA President Vicky Messer gave a brief update on the FSA's current plans for updating classroom needs.

Previous Minutes:

A motion to approve the previous minutes as amended was given by Steve, seconded by Stephanie, and were approved unanimously by the board.

Academic Committee:

Samara communicated a few updates with the board and shared a sample progress report. Jennifer presented the board with a proposed school calendar update. One thing they found with this year's calendar was they didn't count for make-up days in the event of unexpected weather. Brian presented the board with the proposed 2014-2015 school year calendar. Melinda motioned that we follow NH County Schools with the discretion of the HOS. Michael motioned to approve the 2014-2015 school year, second given by Steve.

Head of School Report (Brian):

Lottery:

- Lottery is tomorrow at 6pm. Brian requested board assistance.

DPI audit went smooth and no issues to report.

UNCW visited and had discussions on various topics. Brian is hoping we can work together.

Financial update:

- Finally got Federal money for 6/15 students so still hurting for money.
- Current cash in bank: \$28,000.00.
- Cash able to draw: \$138,000.00.
- Brian plans present a realistic budget in April.
- Brian will base his planning on 160 students (our max is 168) next year.
- Starting to work on next year's budget (goals: retirement plan, upper elementary teacher and TA, Spanish, ½ time EC teacher, along with everything else)

Building Concerns

- Electric bill is up \$200 and this month's bill was \$800.
- We ordered heavy doormats for the back.
- Steve presented the best solution for building addition next year is a single trailer out back. It's a low impact process and Steve has contacted John Tunstall regarding a plan.
- Lock down drill to be operated by NHC Sheriff's Department this week. Brian sent out information to parents with the heads up.
- Summer reading program for 3rd graders is mandatory for students who do not score well on their EOG. Brian does not have all of the details in play yet but he is working on getting someone to run it.
- Make-up days: We have to make up 6 days due to inclement weather. Brian is going to make the ½ days an environmental education day (beach sweeps, etc). 4 Saturdays and 2 days at the end of school in June [13&16] or option 2 is to have school until June 20th. Teachers like option 1 and option 2 also pushes back EOG's. Melinda motioned that we accept option 1 and second given by Michael. All were in agreement except for Steve.

Executive Committee:

Tried to meet last week and had to reschedule for Friday.

Academic Committee:

None.

Facilities Committee:

Discussed in HOS report. Additionally, Steve, Brian, and Kemmy are going to work on an action item list for the next meeting about moving forward with the expansion.

Marketing/ HR Committee:

Stephanie sent out a press release to the news outlets for the boat building activity.

Finance Committee:

Financial report given in conjunction with the HOS Report.

Development/Fundraising Committee:

Stephanie updated the board that her grant committee is maxed out and she needs more help. There are so many more grants we could be applying for if we had more manpower. Great news on the Landfall Grant!

Jill updated the board with updates on the Gala, scheduled for Friday, March 7th. All of the proceeds from that event will go to the Charter School. Jill has dinner passes for all of the teachers and TA's free of charge and \$10.00 for a second. Still need more auction items and sponsors.

The Golf Tournament The golf event proceeds will benefit the Children's School. Jill needs more golf teams and hole sponsors. Jill needs more charter involvement at the golf tournament (golfers!).

Jill reported that we got a check from Learning Express from the November fundraiser for \$457.40.

Christina updated the board regarding the upcoming Consignment Sale.

IT:

No update since last meeting.

OLD BUSINESS/NEW BUSINESS:

Steve updated the board regarding his latest board governance training session. There is one more scheduled for the first week of March, which Christina will attend.

Brian asked the board where they would like to FoodLion grant money to go. Jeremy is in the final stages of working out a deal with Tidal Creek lunch program.

Brian reminded the board that we need to reschedule the April board meeting due to it falling on Spring Break week.

Steve motioned to close the meeting. Second given by Jill, Meeting adjourned at 8:59pm.

The next meeting will be Wednesday March 19th, 2014, at 6:30pm, at the Charter School.

REMINDER: All minutes/committee reports/HOS report/financial reports are due to Melinda by Friday, March 14th.