

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTOR'S MEETING MINUTES
10.15.14**

In attendance: Christina, Melinda, Brian, Jeremy, Renae, Jill, Dan, and Michael

Absent: Steve and Jennifer

Visitors in attendance: None.

Michael motioned to open the meeting, seconded by Jill. The Island Montessori Charter School meeting was called to order at 7:48pm by Melinda.

2 Minute Visitor Comments: None.

FSA Liason:

Previous Minutes:

A motion to approve the previous minutes was given by Michael, seconded by Jill, and were approved unanimously by the board.

Academic Committee (Jennifer):

No update at the time of the meeting.

Head of School Report (Brian):

Enrollment update 2014/2015 school year

- 168 students
- 162 New Hanover, 4 Brunswick, 1 Pender
- No one has left since our 20th day!

Financial update

- The audit has taken place. Brian will get results when they come in.
- Current cash in bank: \$103,857
- Cash able to draw: \$107,551
- Fundraising account: \$6,718
- \$1,587 raised from dragon boat race, minus the cost of t-shirts, will be going to Children's School. There are a few more checks outstanding and one more sponsorship not included.
- Brian also presented budget sheets to the board.

Building

- Our well main line was damaged when Duke Progress Energy ran their line to the Learning Cottage. Ryan Bradshaw is helping repair this. This is the only source of water we have outside.
- Minor repairs to a HVAC unit were done. The ones that came with the up-fit are now out of warranty.
- Brian shared his ideas about next year's expansion and gave the board some food for thought.

Personnel

- Baylee Smith, Megan Sellers' Primary TA has resigned. Robin Oglesby will take her place. Melinda voted that we offer Robin a contract. Second by Michael, approved unanimously by the board.

- Board went into closed session at 8:15pm to discuss a personnel issue. Board came out of closed session at 8:19pm.
- Melinda voted that we terminate employment with the staff person but not until we have secured a replacement. Second given by Michael, approved unanimously by the board.

Inadequate Performance Letter

- Brian presented the performance letter and discussed growth points. Brian confirmed we are not on warning but the letter means that next year if we do not meet the growth scale we will be hit with an inadequate performance violation. Brian shared his conversation with Joel at DPI who assured him that this letter is typical for first year start ups, especially ones that offer a new method of learning (i.e., Montessori).

Executive Committee:

Did not meet; no update at the time of the meeting.

Facilities Committee:

Given in conjunction with the HOS Report. The board will meet November 5th to discuss expansion plans.

Marketing/ HR Committee:

No update since last meeting.

Finance Committee:

Financial report was given in conjunction with the HOS Report.

Development/Fundraising Committee:

The school won a \$3,852.76 grant from the Cape Fear Garden Club to improve the outdoor space at the charter school. Additionally, the outdoor committee is trying to fundraise additional monies for the tunnel and climbing structure.

Jill was approached by a community and parent members about hosting the IMS golf tournament & gala. The preschool would benefit from the golf and the charter would benefit from the gala. Dates will be determined and shared with the board as soon as Jill has them.

IT:

See report.

LUNCH PROGRAM

Jeremy terminated the school lunch program with Tidal Creek and is starting a new plan with A Thyme Savor catering. Jeremy is seeking a corporate sponsor to help purchase lunch packaging, which would help reduce lunch costs. The lower cost will help will the free and reduced lunch program. The estimate needed is ~\$9,000 a year.

OLD BUSINESS/NEW BUSINESS:

None.

Christina motioned to close the meeting. Second given by Jill. Meeting adjourned at 8:53pm.

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

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