

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTOR'S MEETING MINUTES
08.20.14**

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

Absent:

Visitors in attendance: Samara Kuhn and Courtney Winter

Steve motioned to open the meeting, seconded by Jill. The Island Montessori Charter School meeting was called to order at 7:25pm by Melinda.

Melinda motioned to go into closed session to discuss personnel issues at 7:25pm.

The board came out of closed session at 8:20pm.

Steve made a motion to vote in new board member, Dan Camacho. Second given by Jill, approved unanimously by the board.

2 Minute Visitor Comments:

Courtney presented her parent concern about the EC teacher. She just finished suing NHCSS, including this teacher and she doesn't believe she is the right choice for our school.

FSA Liason:

Courtney updated the board on the current fundraisers that are scheduled for the upcoming school year. Steve asked the FSA to come up with an annual event The FSA does not have the manpower to hold a Fall Festival.

Previous Minutes:

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

Academic Committee:

Samara presented the committee report

Monthly AC meetings – The Academic Committee decided to set its monthly meetings for the 2014/15 school year. The AC will meet at 3:45PM on the 2nd Tuesday of every month during the school year, starting September 2014. We will alternate meetings between the Children's School and Charter School campuses.

Strategic Plan

Our committee reviewed the following parent feedback regarding our strategic plan:

1. There was a suggestion to separate our social/emotional goals from the academic plan – Our committee believes that the social/emotional development of our students is an integral part of our academic program. We cannot have one without the other. Well-rounded children need confidence and self-motivation before they can excel in academics.

2. There was a question about how we assess students – Our committee pointed to the Albanesi math materials, SRA program, three-period lesson,
There were questions about how/when IMCS would implement a robust science curriculum – This topic initiated an in-depth discussion about science in the Montessori Classroom.

- Tina stated that there are ample materials to teach botany and zoology in the Montessori classroom.
- Eleanor reminded us that science is strongly represented within the Five Great Lessons.
- Yvonne recommends that our Environmental Education instructor become FULL-TIME by the 2015/16 school year.
- Eleanor stated that our classrooms need more science materials.
- Tina suggested that IMS create a science lab that is equipped with beakers, bunsen burners, scales, thermometer, etc.
- Eleanor suggests that IMS connect with community educators to schedule special guests come to give science-related presentations to our students.

3. Question about technology and how/when it will be implemented at our school, also how does technology fit into a Montessori school – The Academic Committee agreed that IMS will follow the Common Core standards for technology. Our goal is to provide students with information about safe internet use, effective research strategies, and skills needed to create professional-looking documents.

4. Questions about gifted students – Tina reminded us that Montessori believed all children are gifted in their own unique way. Each student's needs are met; students are able to excel at their own pace. With that in mind, we would like still like to implement afterschool activities that enhance our curriculum, such as chess club, robotics, etc.

Professional Development

One of our goals is to create a thorough professional development for IMCS staff. We would like to suggest professional development topics to be covered at IMCS staff meetings and during teacher workdays.

We will also research training opportunities and relevant educational conferences to suggest as part of our professional development plan.

Record-Keeping

Our committee is suggesting that IMCS no longer use Montessori Compass. Some of the concerns are that Compass is too time-consuming, not user-friendly, and tedious. Instead, we would like to create a school-wide checklist for teachers to use as a record-keeping system for each student – in conjunction with the student planners and twice/year progress reports.

Tasks for our next Academic Committee meeting:

Tina, Eleanor, and Yvonne will create a suggested material list for science materials for each grade level.

Yvonne will draft a list of professional development topics for staff meetings and teacher workdays.

Samara will research conference opportunities and costs.

Tina and Eleanor will research training opportunities and costs.

Ask Brian about Sept. 26 Early Release/Teacher Workday agenda.

Review Academic Integrity and Discipline policies and offer feedback.

Next meeting: Tuesday, September 9, at 3:45PM at the Charter School campus.

Head of School Report (Brian):

Enrollment update 2014/2015 school year

- Full for next year, 2 pending withdrawals.
- There has been a change in the withdrawal form & a reason for withdrawal has been added.

- 168 students = FULL!
- 12 students withdrew from last school year.

Financial update

- Current cash in bank: \$16399.04
- Cash able to draw is unknown because computer system is down. It was 20% of total from last year. No new budget given to us as of yet.
- Fundraising account balance: \$7,066.37
- Please see budget sheets attached

Building

- Fence complete – we used fundraising money
- Learning Cottage in. Waiting on Duke/Progress Energy to get power. Steps, sidewalk and rails have been installed.
- Carpets have been cleaned.
- Windows in upper classroom installed.
- Hallway walls painted and rooms touched up

Summer Reading Program for 3rd Graders

- One of the three passed the test. All three showed better than acceptable growth.

Teacher and TA Nominations for 2014/2015 school year

- Elizabeth Quirk as the new Upper Elementary TA to work with Lara Hamlet.
- Melanie Baldwin as the new Primary TA to work with Tina.
- Alicia Rheel as the new EC Director/teacher.
- Brian will be hiring a new Art Teacher at the end of this week.
- We will be having a school nurse again this year on our payroll. Hopefully we will receive EC funds to cover part or all of the cost.

Executive Committee:

See report.

Fraternization Policy:

Steve motioned to adopt the policy with the proposed word changes. Second given by Jill, approved unanimously.

Facilities Committee:

Given in conjunction with the HOS Report

Marketing/ HR Committee:

No update since last meeting.

Finance Committee:

Financial report was given in conjunction with the HOS Report.

Development/Fundraising Committee:

No update since last meeting.

IT:

No update since last meeting.

LUNCH PROGRAM

No update since last meeting.

OLD BUSINESS/NEW BUSINESS:

Christina updated the board with the current status of Dragon Boat Team and needs.

Recommendation for Contracts

Melinda motioned to go into closed session to discuss personnel policy at 9:16pm.

Board came out of closed session at 10:04pm.

Steve made a motion we do not offer a formal contract to Ms. Rheel at this time, until the board completes it's review. Seconded given by Melinda, approved unanimously by the board.

Steve also motioned that we offer contracts to the 2 TA's and Environmental Science teacher. Second given by Jill, approved unanimously by the board.

Christina motioned to close the meeting. Second given by Jill, Meeting adjourned at 8:21pm.

The next meeting will be Wednesday September 17th, 2014, at 7:00pm, at the Charter School.

REMINDER: All minutes/committee reports/HOS report/financial reports are due to Melinda by Friday, September 12th.