

**ISLAND MONTESSORI CHARTER SCHOOL  
BOARD OF DIRECTOR'S MEETING MINUTES  
08.17.16**

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 Dan. Island Montessori Charter School meeting was called to order at 7:50pm by Melinda.

Melinda welcomed two new board members. Motion to vote in two new board members, Eric Jelinski and Rainey Scrocco, each for 3-year terms. Approved unanimously. Welcome Eric and Rainey!

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 gave the board a brief overview of what she has been working on to get school year started and things to look for in the coming year.

**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: \$275,696.46
- Cash able to draw \$316,913.21
- Fundraising account: \$988.18
- Budget was presented to the board
- Expenditure for upper building and driveway was presented to the board

**Facilities**

- Brian has a CO in hand. Most things have been moved in. Some cosmetic things need to happen. Brian is not sure if the driveway will be fixed in time.
- New carpet in Main Building.
- Big thank you to Steve Shuttleworth, our project manager, for getting the school ready on time and also to Brian for working so hard to get things ready on time as well. Dan also received kudos for his help too.

- Michael made a motion to approve paying Steve Shuttleworth his final installment of \$5,000, second by Dan, approved unanimously.

### **Other**

- Brian announced changes in Student/Parent Handbook, which needs board approval. Board discussed changes to the nutrition policy. Jeremy will make recommended edits and email out to the board for approval. Dan made a motion to accept the Student Handbook, second by Jill, approved unanimously.

### **Personnel**

- Voted on staff recommendations in closed session
- Brian announced changes in the Employee handbook. Melinda made a motion to approve the changes, second by Jill, approved unanimously.

### **Executive Committee:**

See attached minutes.

### **EC**

No new updates.

### **Grant Committee:**

No new updates.

### **Finance Committee:**

Dan discussed various updates regarding the land acquisition and loan status.

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

No new updates.

### **IT:**

No new updates.

### **Lunch Program**

No new updates.

### **After School Specials:**

No new updates.

### **Beautification Committee:**

No new updates.

### **HR/Policies and Procedures:**

Update will be given at the next meeting.

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

Melinda is also going to have our accountant review our files to make sure that all tax forms have been filed.

### **CLOSED SESSION:**

Melinda motioned to go into closed session, second by Jeremy. Board went into closed session 9:00pm. Board came out of closed session and unanimously voted to accept all contracts presented.

Meeting adjourned at 9:08pm.

**REMINDERS:**

- **Next board meeting is Wednesday, September 21st, at 7:00pm, at the Children's School**
- **All committee reports are due by Friday, September 16<sup>th</sup>, 2016[PDF Format Please!]**