

## Island Montessori Charter School Board of Director's Meeting Minutes

2.18.15

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

Absent: Christina

Visitors in attendance: Christi Wert, Brian Wert, Barbie Roberts, Judy Corn and Samara Kuhn

Meeting convened at 7:10 p.m.

2 minute Visitor Comments: Timing of communications from the board to parents concerning the resignation and hiring of teachers in the Primary classroom with Mrs. Roberts leaving and Ms. Natasha starting. Melinda and Brian explained how the hiring process was abrupt because of waiting for contracts and not being able to announce until after contract was signed.

FSA Liaison: Barbie reported that all the teachers have spent the Scholastic \$1890 that was raised from the book fair.

Previous Minutes: A motion to approve the previous minutes was given by Steve, second by Jill and approved unanimously by the board.

Academic Committee report (Samara): Samara reported that we purchased a Phonics program for the Kindergarten classes and it should be here next week. The academic committee is still deciding on their parent representative to add to the academic meeting and will make a decision at the next academic meeting. There was a big discussion at academic committee about how to add academic piece to the website for parents to better see and understand the work the children do during the day. The Albanesi website videos available are outdated so creating our own videos will be necessary. Moving forward with science, the academic committee is creating a plan for materials. A parent that works at Duke Energy is willing to write science grants. Teachers will have itemized science lists by the next board meeting. Brian and Samara were excited to announce that the kids will soon be learning about Embryology – the Arboretum/Farm Bureau is donating 3 egg incubators to the Charter School. Samara mentioned the DPI Accountability staff liaison, Amanda Hobbs, is a new hire and really enjoys IMS and has come by to visit 3 times.

Board continued to have discussion around these topics:

Short term – science needs, free/reduced cost lunch program, IT needs, scholarships, school online store.

Long term – capital campaign to raise money for new construction

Drew will be at the March 10<sup>th</sup> Academic meeting to present to the teachers his plan for building and outfitting the new science carts for next year. To start there will be one at the Charter School and one at the Children's School. Hopefully will be adding a few more in the future.

There will be an Executive meeting Monday, February 23<sup>rd</sup> at 1pm to discuss fundraising direction and corporate marketing plan for IMS.

Head of School report (Brian): Personnel issue we will vote on. Budget looks good because we got last money drop from the state for the school year. Lottery is next Tuesday night, a few less applications than last year. 13 seats will be open for the K classroom. Brian proposed to attend a CPA – Crisis Prevention

Action train the trainer 4-day session in Raleigh. The cost is \$2500. Dan motioned and Steve 2<sup>nd</sup> and vote was held and passed. Brian will then train all our staff on CPA. In the long run this will be better option financially than having to pay a trainer to come to the school. Policy and procedure will be put in place after Brian is trained as far as levels and which staff will take action. Brian will present the school budgets at the April meeting.

Nutrition and IT update: Jeremy wants to provide our free/reduced lunch children with the catered meals from Thyme Savor. Steve Shuttleworth so generously volunteered to personally pay for those meals for the rest of this school year for those 15 students. There was discussion about having Drew help us get a sponsor for next school year to provide the lunches for free/reduced lunches the whole year. The more lunch orders the school can get the easier it will be to get Thyme Savor to someday bring lunches to the Children's School and bring down the cost per lunch slightly.

Jill: IMS Golf Tournament is May 12<sup>th</sup>. Need 80 golfers, 20 teams. Be on the lookout for the sponsor and registration forms coming out soon.

Outdoor space update: March 21<sup>st</sup> is the workday to use the grants. Didn't get work on Wilmington. Need help getting a materials list, help from a contractor to plan the materials needed

Old and New business: Brian announced that it has been decided to replace the current single trailer with a big, double classroom trailer that has bathrooms rather than adding a single trailer next year. This makes sense financially because by working through the same trailer company that was used before they gave a deal for the upgrade. Island Montessori Charter is adding 7<sup>th</sup> grade for 2015/16 school year and 8<sup>th</sup> grade for 2016/17.

Michael motioned going into closed session and thanked guests for coming to our meeting, second by Jill. Board went into closed session at 8:20pm.