

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTOR'S MEETING MINUTES
10.21.15**

In attendance: Jeremy, Melinda, Christina, Brian, Carrie, Renae, Stephanie, and Jill

Absent: Michael, Steve, Dan, Drew

Visitors: None

Staff in attendance: Samara Kuhn

Jeremy motioned to open the meeting, seconded by Renae. Island Montessori Charter School meeting was called to order at 7:00pm by Melinda.

Previous Minutes:

Melinda motioned to approve the previous minutes as amended, second by Jeremy, approved unanimously with Jeremy's amendments.

2 Minute Visitor Comments:

None.

FSA Liason:

None present.

Academic Committee (Samara):

They received a \$1,500 Landfall Science Grant. Samara and Yvonne are going to meet on Friday to discuss what purchases need to be made with the grant money. They also received a grant from Duke Energy for Science kits. They are also in the process of going through the wish lists from the teachers, which will help make their academic year amazing. Upper Elementary teachers have a wish for an extra person in the classroom. The children's school would like more language materials.

Samara spoke with Ashley HS and found a few students interested in tutoring our Upper Elementary students. We have at least 12 students that need this service.

Brian gave the board a remedial introduction about MTSS [Multi-Tier System Support] and informed us of DPI's plans to remove the school psychologist position from schools.

Melinda added that Samara is going to start adding updates to the newsletter from the Academic Committee. There are a lot of updates and new things happening (science related) that parents don't know about and we want to get the word out. Samara also added the upper elementary classes carved the periodic table elements into pumpkins and they will be on display at the fall festival.

Head of School Report (Brian):

Enrollment update 2014/2015 school year Charter School

- 190 students
- 1 Pender, 11 Brunswick, 178 New Hanover County

Financial update

- Current cash in bank: \$143,854.37

- Cash able to draw: \$203,682.00
- Fundraising account balance: \$9,048.62
- NHC ADM is \$2,616 per student (they had originally told Brian to budget \$2,640 per student)
- Pender ADM is \$1,447.08 per student
- Brunswick County is not responding to phone calls or requests.
- Various discussions about the budget sheets

Facilities

- Goal is for the end of this week (October 23rd) to get final occupancy permit. They won't turn power on until we get CO. Can't get CO until they check hot water, emergency exit lights. We will need to hire someone to bring in a generator to help with the CO. Brian is trying to schedule the Health Department to come in. Best case scenario we will have a CO by this Friday, worst case next Friday.
- Fencing will be repaired once we are in the new building
- All faucets in the building have been replaced. They look good and are working great.
- Brian met with Steve Shuttleworth today regarding getting the new buildings for next year engineered to the property.

Fundraiser

- Ticket sales are coming in slow but expecting a mad rush in the next few days. Brian estimates the school earning about \$10,000 from the fundraiser.

Personnel

We are sending an IMCS group to the AMS convention in Chicago in March. Carrie, Yvonne, Samara, Eleanor, and Meghan will be attending. We are very excited about what they will be bringing back to our school!

Executive Committee:

Melinda shared the committee minutes from previous meeting. Had a great meeting with the FSA. We had great meetings with the parents last week.

EC

No new updates.

Grant Committee:

Given in conjunction with the AC report. Jeremy is working with Lori Birdsong on a \$12-15k grant Nutrition grant.

Finance Committee:

Financial report was given in conjunction with the HOS Report.

Development/Fundraising Committee:

No new updates.

IT:

No new updates.

Lunch Program

115 lunches being ordered a week. We were missing some lunches today and had to call WF to bring the missing lunches in but no other issues.

After School Specials:

Update given in conjunction with HOS report.

Beautification Committee:

Getting ready to launch at the Charter campus and already have a few parents interested in participating.

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:

No closed session tonight.

Meeting adjourned at 8:05pm.

REMINDERS:

- **Next board meeting is Wednesday, November 18th, 2015, at the Children's School**
- **All committee reports are due by Friday, November 13th, 2015 [PDF Format Please!]**