

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTOR'S MEETING MINUTES
12.17.14**

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

Absent: None.

Visitors in attendance: Brian Wert, Christi Wert, Maya Deleon, Jennifer Garrabrant, Melissa Story, Sean Eames (auditor), and Wade Greene (auditor)

Steve motioned to open the meeting, seconded by Jill. The Island Montessori Charter School meeting was called to order at 7:23pm by Melinda.

2 Minute Visitor Comments: Melissa stated she was here to learn more about the school after all of the recent transitions.

FSA Liason:

None.

Audit:

Sean Eames and Wade Greene presented the board with an audit presentation from the recent audit that they conducted. Melinda gave Brian kudos for a fabulous first year audit.

Previous Minutes:

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

Steve made a motion that we approve the audit, second by Jill, approved unanimously.

Academic Committee (Samara):

Samara is excited about the upcoming Hands on Peace Montessori conference February 19-21. Parent night for August has been booked, Positive Discipline Workshop, and Samara will be notifying parents soon. During the conference weekend, IMCS teachers will be giving presentations for the teachers who are not going to the conference. Ms. Patti is coming back in January for a teacher workshop.

Steve asked Samara how we are communicating with parents about the academic performance of the kids. Samara and Brittany are working on some updates that will go out with the progress reports. Steve asked if she could send an SRA color chart to parents so they know each color means. Steve and Melinda asked her about adding a parent or two to the academic committee. The board agreed that was a great idea. Christina added that she would love to see a blurb or "fun fact" in the newsletter about Albinese. Dan suggested that we add an Academics page to the website where we can post articles and links.

Brian will be discussing a possible increase in school hours for next year at the next board meeting.

Head of School Report (Brian):

Enrollment update 2014/2015 school year

- 166 students
- 160 New Hanover, 4 Brunswick, 1 Pender

- We will be losing 3 students in January due to a family move.

Financial update

- Current cash in bank: \$143,412.95
- Cash able to draw: \$214,066
- Fundraising account: \$7,954.89 – includes garden grant \$3000
- Booking quote. Verbal quote Bruin and Brady for \$632.50 per month not including taxes being done. Please see the attached from Quality Booking Services.
- Brian presented the budget. Steve commended Brian on an impressive budget.

Building

- Still waiting to hear from the outdoor committee about playground renovations.
- Windows completed in upper classrooms.
- New sign installed. Thank you to the Arnold Family Foundation!!!
- We had a HVAC go out was repaired.
- Need a janitor on both campuses

Personnel

- Advertisements have been placed for the Children's School Director in the following locations:
- Teacher-Teacher.com (North Carolina) Free to NC Public Schools
- Craigslist (Local) Free
- American Montessori Society (Nationally) Free due to my membership
- North American Montessori Teacher Association (Nationally) \$64
- Education Week (Nationally) \$395.00
- Our Website
- Final 2015/2016 Calendar approval next month

Melinda officially withdrew her "no vote" motion from last month's meeting in reference to getting a bookkeeping quote and paying Brittany to handle the books.

Executive Committee:

The committee met yesterday and had numerous discussions about 7th grade, personnel changes, and posting of the strategic plan in its final form.

EC

None.

Facilities Committee:

Dan updated us on the progress to date on our various financing options for 7th grade. we have a web page where we are posting updates, and we will send another letter to parents in January with updates.

Marketing/ HR Committee:

No update since last meeting.

Finance Committee:

Financial report was given in conjunction with the HOS Report.

Development/Fundraising Committee:

IT:

No new updates.

LUNCH PROGRAM

The new lunch program with A Thyme Savor Catering is going great & Samara has taken over ordering the lunches (which will change). There is a new updated snack program for the Children's School campus snack. Jeremy will send out a note to parents to let them know the program is ready. Jeremy wants to add parents' snack week reminders to the school calendar.

Nourish NC is not able to include our school in their program unless we can find a sponsor. Jeremy is working on this and will update the board next month.

Jeremy also requested ALL dates for the school year to put on the calendar.

OLD BUSINESS/NEW BUSINESS:

Melinda received a phone call from Courtney about changing the meeting with the FSA to just meeting with the FSA executive committee. Steve shared the sentiment that the FSA is an all-inclusive organization and he would like to see everyone included. At this time we will proceed with the full meeting.

Christina shared her feelings about the lack of outdoor space play equipment at the children's school campus and would like to see some fun things added for the kids. She has shared links [including a mud kitchen, balance beam, and weaving loom] with a few parents, who are willing to contribute labor if we buy the materials. Steve made a motion allowing the spending of up to and not to exceed \$750 for the outdoor space materials needed. The costs will be paid from the children's school fundraising account.

Jill would like to revisit her idea of a fundraiser idea for the spring. She wants to do the golf fundraiser and gala event again with the help of a few parents. She is going to put together some ideas, vet them, and present to the board.

Jeremy motioned that we go into closed session, second by Steve. Board went into closed session at 8:36pm.

Christina motioned to close the change to back to open session meeting. Second given by Jill. Meeting adjourned at 9:01pm.

The next meeting will be Wednesday, January 21st, 2014, at 7:00pm, at the Charter School.

REMINDER: All minutes/committee reports/HOS report/financial reports are due to Melinda by Friday, January 16th.