

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTOR'S MEETING MINUTES
01.17.18**

Meeting Location: IM Charter School, 6339 Carolina Beach Road, Wilmington, NC 28412

Time: 7:00pm

In attendance: Dan, Eric, John, Christina, Rainey, Michael, Jill, Michael R., and Melinda

Staff in attendance: Brian, Carrie, Lara, and Alicia

Absent: Jeremy (attended some of the meeting via phone)

Visitors: Yvonne Sacewicz

2 Minute Visitor Comments:

None.

FSA Liason:

None.

Dan motioned to open the meeting, second by Rainey. The motion to open the meeting was unanimously approved by the board. Island Montessori Charter School meeting was called to order at 7:01pm by Dan.

IMS MISSION STATEMENT

The mission of Island Montessori Charter School is to enable children of diverse backgrounds to learn and grow at their own pace by offering a developmentally appropriate and challenging academic Montessori environment that models grace and courtesy and fosters a peaceful community of lifelong learners.

Meeting Agenda:

Rainey motioned to approve the meeting agenda, second by Melinda. The motion to approve the meeting agenda was unanimously approved by the board.

Previous Minutes:

Rainey motioned to approve the November 15th minutes. Second by Eric. The motion to approve the November 15th minutes was unanimously approved by the board.

Dan motioned to approve the November 15th closed session minutes. Second by Eric. The motion to approve the November 15th closed session minutes was unanimously approved by the board.

Paint Colors:

We had a short visit from Mo Linquist regarding potential paint colors for our 4 buildings and sheds. There were some discussions of forming a committee to help pick out paint color schemes for our buildings and Mo said she is happy to serve on that committee as well as Jill.

Academic Committee:

Lara presented a draft of the Island Montessori Guiding Principles, which will go in with the strategic plan. She is shared this sneak peek with the board so we can be aware of what the committee has been working on. WOW!

Academic Achievement Goals for 2017-2018:

1. Increase growth for all students with differentiated instruction in Montessori lessons driven by data/observations.
2. Strengthen all aspects of middle school curriculum.
3. Improve Specials classes that move and motivate students.
4. Grace and Courtesy.

Head of School Report (Brian):

Enrollment update 2016/2017 school year Charter School

- K-24, 1-23, 2-24, 3-23, 4-24, 5-24, 6-24, 7-22, 8-14 for a total of 202.

Financial Report

- Money in First South Account: \$399,254.
- Money to draw from the state: \$132,768 with one more drop in February.
- Identified Potential Short/Long Term Issues:
 - See change list to budget.

Lottery

Prospective Parent dates have been successful so far, well attended, and with some diversity.

Student Discipline Reports

- No reports.

Data for Reporting/Discussion

- We will need to revisit withdrawal policy in closed session and then need board approval in open session.
- Security camera policy. A parent has generously donated security cameras for the entire campus and will be installing them in the coming weeks. Brian presented the board with a *draft* security camera policy.
- Map testing is currently in progress.

Make up days

The board voted via email to approve the makeup days for canceled school due to weather. Dan motioned to approve makeup dates as presented by Brian, second by Melinda. The motion to approve the makeup dates as presented by Brian was unanimously approved by the board.

Mission Based Program and School Improvement Initiatives Updates

Vertical planning sessions planned for noon dismissal days in February and March.

Facility Update

- Children's school kitchen is still a work in progress. Application for permit to construct is in county hands. Discussions ensued on the cost. One little sink will be installed in place of a water fountain, which will be relocated to the hallway.
- We had a water bib split over break and water was spewing everywhere. The issue was fixed the Saturday before we returned from holiday break.

Compliance Reporting

Board received a virtual copy of the Performance Framework Report from DPI. Brian reviewed the compliant vs. non-compliant criteria. There were only a few non-compliant issues which are being addressed or already taken care of.

Professional Development

Retention workshop on Tuesday, January 16th.

Strategic Plan update – State Plan

No update.

Board Strategic Plan

Melinda updated the board with the status of the strategic plan and the details of our board workshop scheduled for Monday. She has asked that everyone take time to review the draft plan over the weekend and be ready for discussions on Monday at the board retreat.

Special Board Projects/Move Update:

None.

Executive Committee:

See attached minutes.

Grant Committee:

None.

Finance Committee:

Given in conjunction with HOS Report.

Development/Fundraising Committee:

Dan sent a letter to parents over winter break announcing our annual drive. We have some academic achievements that can only we have some academic goals which can only be accomplished with additional financial support and we are asking parents to make a contribution whether it be monthly or yearly. This year we have an anonymous 100% donor match and the board has agreed to 100% participation. More to come on this topic but for now we need to spread the word.

IT:

No new updates.

Nutrition/Lunch Program:

Jeremy would like a copy of the lunch menu to start going home with students for the next 4 weeks to see if that increases participation.

After School Specials:

No new updates.

Beautification Committee:

No new updates.

HR/Policies and Procedures:

No new updates.

Marketing:

No new updates.

OLD BUSINESS/NEW BUSINESS:

OLD BUSINESS

- None.

NEW BUSINESS

- New Treasurer search. Christina has a possible candidate and will circulate her resume via email this week.
- Sports Committee - Eric gave a short overview of his opinion regarding a possible sports team for IMS. Ultimately he suggested building various after school clubs. The board will add to the retreat agenda for further discussion.

CLOSED SESSION:

(Jill was in attendance for closed session)

Michael D. motioned that the board go into closed session to discuss building contracts and personnel contracts pursuant to General Statute 143-318.11 (a) (5) and (6). Second by Eric. Board went into closed session at 8:45pm. The board came out of closed session at 10:10pm and voted on the following:

- Rainey made a motion that we approve contracts for primary lead teacher and after care teacher as presented by Brian. Second by John. Motion to approve contracts for primary lead teacher and after care teacher was unanimously approved by the board.
- Michael D. made a motion that the board approve the settlement with Vanguard at the reduced remaining balance of \$40k, as recommended by Brian and Dan, in exchange for mutual releases. Second by Melinda. Motion approve the settlement with Vanguard at the reduced remaining balance of \$40k, as recommended by Brian and Dan, was approved unanimously by the board.
- Michael D. made a motion that the Board retroactively ratify and approve Brian Corrigan's decision to decline a mother's request to reinstate her child some time after she had withdrawn the child from school in August of 2017. After discussion and review, the Board determined that Brian Corrigan was acting in compliance with all operative school policies and procedures with regard to this declination. Second made by Eric. Michael's motion that the Board retroactively ratify and approve Brian Corrigan's decision to decline a mother's request to reinstate her child some time after she had withdrawn the child from school in August of 2017 was unanimously approved by the board.

Dan motioned to adjourn the meeting, second by Rainey. The board unanimously approved to adjourn. Meeting was adjourned at 10:17pm.

REMINDERS:

- **Next board meeting is Wednesday, February 21st, at 6:00pm, at the Children's School**
- **All committee reports are due by Friday, February 16th, 2018[PDF Format Please!]**

Upcoming Events:

- 2nd Annual Family Potluck – January 27th @6pm
- Strategic Plan Presentation and Board Q&A – Tuesday, February 27th @6pm