**ISLAND MONTESSORI CHARTER SCHOOL**

**BOARD OF DIRECTOR’S MEETING MINUTES**

**02.21.18**

**Meeting Location:** IM Children’s School, 6339 Carolina Beach Road, Wilmington, NC 28412

**Time:** 7:00pm

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

Staff in attendance: Brian, Carrie, and Lara

Absent: None.

Visitors: Phyllis Pearson, Auditor; Melissa Griffin, President of the FSA; Mo Linquist, and Yvonne Sacewicz

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.

**2 Minute Visitor Comments:**

None.

**FSA Liason:**

Melissa reported the FSA has had a tough year with fundraising but had a bit of a boost with the Valentine’s fundraiser that brought in $540! They are gearing up for the Tinted Turtle Trot with a 30-day “freak out” planned for March 15th and they are seeking talent for the talent show. They will also be raffling off 4 large themed baskets.

**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:**

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

Dan motioned to elect Kari Namiot as a new board member and Treasurer for a 3-year term ending in 2021, and noted John will rotate to a regular board member. Second by Melinda. The board unanimously agreed to elect Kari Namiot as a new board member and Treasurer for a 3-year term ending in 2021.

**Auditor Report:**

Phyllis Pearson reported a nice clean audit for IMS. She reported the financials as of June 30 were positive (in the black). Overall a great job on the audit and a positive report.

**Paint Colors:**

Mo Linquist met with the representative from Sherwin Williams and they created a color palette for us based on our logo. Jeremy and Jill presented the colors chosen and the meaning behind each one. They also presented the painted colors on boards for the us to have a better comparison. They presented two options A or B. A would be painting one unison color for all of the buildings and using accent colors for the doors, and B would be painting each individual building an individual color. Rainey made a motion to accept option A of the building paint plan. Second by Eric. Discussions ensued with different opinions. Rainey withdrew her motion. The board decided to sit on the idea and make it a top item of discussion next month.

**Previous Minutes:**

Rainey motioned to approve the January 17th minutes. Second by Eric. The motion to approve the January 17th minutes was unanimously approved by the board.

Dan motioned to approve the January 17th closed session minutes. Second by Melinda. The motion to approve the January 17th closed session minutes was unanimously approved by the board.

**Academic Committee:**

Lara presented the agenda for the upcoming Teacher Workday on Friday. Teachers will be doing vertical planning sessions which they are calling “Myth Busters”. They will be sharing lessons with other teachers, sharing planners, and naming 5 five things their kids know, what they have to know, what they need to know.

There are a few 8th graders who are taking NCVPS (North Carolina Virtual Public School) to see if they can get credit for High School math.

Lara reported the 8th grade is still volunteering at Vigilant Hope every Monday. Lara and Melinda shared a few stories from their recent experiences volunteering and how much of a “real life” learning experience it is for the kids.

**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: $385k.
* Money to draw from the state: $379,011 with one more drop in February.
* The EOY deficit came down ($9k better) due to reducing projected loss.
* Identified Potential Short/Long Term Issues:
  + See change list to budget.

**Lottery**

Our Lottery took place last night. Brittany contacted families today. Will update more at next month’s meeting.

**Student Discipline Reports**

* No reports.

**Data for Reporting/Discussion**

* The new security cameras are in place. Brian is seeking a vote on the new security camera policy. Dan made a motion to adopt the new security camera policy, second by Rainey. The board unanimously approved the motion to adopt the new security camera policy.
* 2018/2019 school calendar - first draft reading.
* ESL testing took place for a few students.
* Mission Based Program and School Improvement Initiatives Updates: Vertical planning sessions planned for noon dismissal days in February and March. April work day: Guest Professional to talk about Planning and Empowering Problem solving

**Facility Update**

* Children’s school kitchen still work in progress. Waiting on plumber to submit plumbing drawings to county inspections.

**Compliance Reporting**

* 2017 Charter School Performance Framework review and explanation – state said to document how we are dealing with any non-compliance issues and we should be fine.

**Professional Development**

* Alicia to MTSS meeting on 2/9.

**Strategic Plan update – State Plan**

No update.

**Board Strategic Plan**

Melinda and Lara are ready to present the strategic plan to parents at the Board Q&A next Tuesday.

**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:**

Jill presented a 100% participation card she created which would be distributed to parents. The board loved this idea and discussions ensued regarding how the card should look and what information it should contain. Dan will get feedback to Jill so she can edit before the upcoming Parent Q&A.

**IT:**

No new updates.

**Nutrition/Lunch Program:**

None.

**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

* + Dan wanted to thank Christina for organizing the board holiday party.
  + Dan also mentioned we got a check from Amazon Smile in the amount of $884.

NEW BUSINESS

* + Brian brought up the topic of adding an additional 3 Kindergartners (27 total) and 3 first graders (27 total) **this year** making 25 total students for each class. Melinda made a motion to allow Brian to increase Kindergarten and first grade by 3 students each grade, second by Jeremy. The motion to increase Kindergarten and first grade by 3 students each grade was unanimously approved.
  + Lara met with a master labyrinth maker who has agreed to build us a labyrinth if we pay for the materials. He also would like to train the teachers about the importance of labyrinths and how it brings open mindedness and awareness.

**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) (7). 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:

* Michael made a motion that we resolve to adopt the resolution presented in closed session regarding a legal matter involving a former student. Second by Jeremy. The motion that we resolve to adopt the resolution presented in closed session regarding a legal matter involving a former student 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 Monday, March 19th, at 6:00pm, at the Charter School**
* **All committee reports are due by Friday, March 16th, 2018[PDF Format Please!]**

**Upcoming Events:**

* Strategic Plan Presentation and Board Q&A – Tuesday, February 27th @6pm.
* State working condition survey will go out to teachers next month.
* Turtle Trot “Freak Out” party Thursday, March 15th @ the Lazy Pirate.