

ISLAND MONTESSORI CHARTER SCHOOL

BOARD OF DIRECTORS MEETING MINUTES 5.17.23

Meeting Location: 6339 Carolina Beach Rd., Wilmington, NC 28412
Time: 7:12 PM meeting called to order

Board Members Present: Eric Jelinski, Renae Harris, Emily Elmore, Whitney Wilson, Kate Medero, Pamela Thigpen, Nicole Smith, Mark Turner, Tyler Howell

Not in attendance: Melinda Cummings, Jill Davenport, Jeremy Linqvist

Staff in attendance: Alicia Rheel

Guest: none

Eric Jelinski started the meeting by reading the Mission Statement:

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.

2 Minute Visitor Comments:

No visitors in attendance

FSA update that Alicia shared:

- A new FSA board is in place for the 2023-24 school year:
- AmberLynn Pappas, President
- Kim Gargiulo, Vice President
- Angie Rowe, Treasurer
- Kari Namiot, Communications
- Stefani Martin, Children's School Coordinator
- In addition, several folks have accepted positions on event committees.
- This year, FSA has raised nearly \$17k, and will be providing the Children's School with \$2,500 towards their request for bells, and the Charter School with \$16,500 to help purchase a sound system and music room furniture for the new building. (Note: FSA started the year with a higher bank account balance than in years past as activities (spend) was limited during the pandemic.)
- FSA is planning to limit events to the following next year:
- Parents Night Out, September 8
- Fall Festival, October 26. Planning to make the evening's focus on BINGO, but will incorporate a potluck and other family friendly activities as well.
- Book Fair, November 13-17

- Holiday Bazaar, December 10. This will be REVAMPED and held at Flying Machine Brewery vs the Marriott in CB, and will feature food trucks and potentially live entertainment in addition to the vendor market.
- Second Chance Prom, February 10 (location TBD but also being revamped)
- T3 Freak Out Party, March 15. This will feature karaoke instead of a talent show and will be held in the new building!
- Tinted Turtle Trot, April 14. Currently researching options to use in lieu of color powder, which has negatively impacted a student this year.

Meeting Agenda:

Whitney Wilson made a motion to approve the agenda. Pamela Thigpen seconded the motion. Vote held and passed unanimously.

Previous Minutes:

Eric Jelinski made a motion to approve the April meeting minute with the edits to the bank account monthly numbers that needed to be updated. Kate Medero seconded the motion. Vote was held and passed unanimously.

Academic Update (Alicia gave update tonight):

Ms. Tara was teacher of the month at Star News. Congratulations to her working on theme for next

Alicia Rheel included her report in the Head of School report today and Alicia will present a lesson next month in April

Communications Director Update (Blair)

Communications:

- [Weekly Snapshots](#) are being sent out and uploaded each Friday to the website.

Service Learning

- This week we are taking our celebration/reflection trips and to end our year of service learning. Groups chose a special location to visit and we have been celebrating our wins for the year and coming up with ways to improve the experience for students next year. I always enjoy the student feedback - it's both honest and insightful. Plus, the relationship building is so important for them to feel they can freely express themselves and share their concerns and ideas.
- **Summer Serve** will take place again this year with 3 weeks of serving with our partners this summer. This is open to rising 8th years and those that just graduated from IMS. It's a great way for the upcoming students to experience all sites before deciding where they would like to serve, as well as an opportunity for the graduates to begin collecting service hours for high school.
- The parking spot for our Service Learning van has been [painted](#) with our [heart hand logo](#). The vision is that each class of 8th year students will paint their [name](#) on a line for service learning for the years to come, leaving their mark.

Youth Service America Grant

- Our students received the grant for their [Community Healthy Food Cookbook](#)
- Each 8th grade student volunteer from Rise Up Farms and Foster Pantry created a hand drawn recipe page for the book.

- The group of students met last Friday evening to cook our 10 recipes as well as film ‘how to’ videos that we will link to a QR code that will go with each recipe in the cookbook. Students had a great time and I know they will be so proud when their books are printed at the end of this month.
- Once printed, we are donating 75 copies to Foster Pantry for them to put in placement bags for children to own a cookbook that they can either make the recipes on their own, or as a family.
- Our gardens have been growing and we will offer a sign up during the summer for families to care for and harvest what they can.
- Final reporting for the grant will be completed by our student representatives, Mael & Violet by June 2nd.

Global Youth Service Week

- GYSW took place at the end of April and it was such a great event!
- A few shout outs...
 - Our ‘Seeds for Change’ students (did a fundraiser for the outdoor classroom last year) decided to host another fundraiser this year and donated their funds to Foster Pantry after hearing their presentation at our ‘What We Love About Service Learning’ school wide event in February. They worked so hard and raised \$168 that will be donated to help purchase birthday baskets for children in foster care.
 - Ms. Sarah’s 6th year students researched organizations in our community to support for their service project. They invited a representative from Family Promise to come and present to their class. The class was on FIRE for this organization and did such an amazing job raising funds and awareness for their cause. They are taking a class trip next week to the Harrelson Center to deliver their donation to Family Promise.
 - Lower Elementary students came together and collected tons of non perishable items for the Food Bank of NC.
 - All classrooms and students did an amazing job and can’t wait to continue to grow this event for next year!

Diversity committee:

Currently working on inventory classroom books. Potentially working with Roasted Bookery in support of what titles to add to library to be all inclusive.

Fundraising Update:

HOS Report (Alicia Rheel):

Enrollment

Grade Level	Active Enrollment
Kindergarten	26

1- Grade	25
2- Grade	25
3- Grade	24
4- Grade	22
5- Grade	21
6- Grade	22
7- Grade	22
8- Grade	19
Total	206

Student Discipline Report

School Discipline Goal: Make all consequences a learning moment!

Month	In School Suspension # students / # days	Out of School Suspension # students / # days	Incident reports to office Major/minor
August	0	0	0
September	0	0	0
October	0	0	0
November	0	4/4	4/3
December	0	0	0
January	0	0	0
February	0	5/5	1
March	1/3	1/5	1
April	0	1/10	2
May			

- Work on Wilmington Saturday, May 20th
- Memorial Day - No School - May 29th
- EOG dates: May 31 - June 2nd
- Bridging Ceremonies - June 8th and 9th
- Last day of School - half day - June 9th

Updates on Goals/Issues for Discussion

Data for Reporting/Discussion

1. Academic Achievement

Goals for the 2022/2023 School Year

- Increase growth for all students with differentiated instruction in Montessori lessons driven by data/observations
- Create and set expectations for collaboration amongst team levels (vertical planning)

- *Define and strengthen core reading for all grade levels to align with Montessori and State standards.*
- *Strengthen all aspects of math, specifically for staff and students in Upper Elementary and Middle School*
- *Improve school-wide MTSS process around progress monitoring, observations, and quantifiable data.*

1. Mission-Based Program and School Improvement Initiatives Updates

- Beginning plans for next year - looking at Year of theme
- Working on Summer Reading camp programs
- Preparing for EOG testing
- Preparing for bridging ceremonies

1. Communications Update

- See notes from Blair

1. Marketing Update

- *none at this time.*

1. Facility Update

- Construction for the Chicken Coop is continuing.
- Planning for summer projects around campus
- Work on Wilmington will stain the walkway, stage, and benches for the outdoor classroom - RESCHEDULED May 20th

1. Compliance Reporting

- All required reports are being submitted.
- Charter Agreement sent by the state - Needs notarized signature to be returned to the state.

1. HR/Policies & Procedures Update

- [calendar creation](#) of policy reviews, updates, and committees
- 300 policy - Second read and approval
- 400 policy - First presentation

1. Professional Development

- *Beginning to plan PD for next school year.*

- Ms. Wendy and Ms. Yvonne are signed up for writing workshops through Montessori programs

1. Strategic Plan Update

- Edits and suggestions - keep them coming

1. IT Update

- John is helping with teacher needs.
- We are reviewing current filters and adding stronger monitoring options

1. EC Update

- **Current headcount is 43.**

1. Nutrition/Lunch Program Update

- Working with NHCS to provide lunch for Free/Reduced. We currently have 4 students out of 29 that have opted in for this option.

1. After School Program Update

- Alphabest is running well. They have sent the new contract for consideration for next year.

Financial Report (Treasurer's Report – Kate Medero):

March Bank numbers:

\$280,428.42 United Bank (Main Account)

\$170,850.11 United Bank (Extended FDIC Acct)

\$252,532.52 Live Oak Bank

\$0 Truist

OLD BUSINESS/NEW BUSINESS:

Old Business:

Alicia reviewed with the board the policy 300 with edits added by the committee.

Whitney Wilson made a motion to accept policy 300 with the updates, Kate Medero seconded the motion.

Vote was held and motion passed unanimously.

Alicia reviewed the first read of policy 400 which is the board governance policy with edits that have been added by board members and encouraged everyone to go over it again for the June meeting.

Alicia reviewed the Island Montessori Charter School Agreement and encouraged everyone on the board to read over the policy. The agreement was just renewed with the state.

New Business:

No new business

Eric Jelinski made a motion for closed session; Nicole Smith seconded the motion. Moved into closed session at 8:01p.m.

Eric Jelinski made a motion to end the closed session and return to board meeting at 8:12pm. Michael Davenport seconded the motion. The vote was held and unanimously passed.

Eric Jelinski made a motion to adjourn the meeting at 8:13pm and Whitney Wilson seconded the motion. Vote was held and passed unanimously.

REMINDERS:

- Next Executive meeting is Friday, June 16th at 9:30 a.m. via Zoom
- Next Meeting Wednesday, June 21st at 7:00 p.m.