

**ISLAND MONTESSORI CHARTER SCHOOL  
BOARD OF DIRECTORS MEETING MINUTES  
01.14.21**

Meeting Location: 6339 Carolina Beach Rd., Wilmington, NC 28412 and virtually, via Zoom  
Time: 7:00PM

In attendance, onsite: Eric, Melinda, Kari, and Renae  
In attendance, via Zoom: Melissa, Molly, Jill, and Michael  
Staff in attendance, onsite: Alicia  
Staff in attendance, via Zoom: Brian, Carrie, Blair, Judy, Susan, Steve, Yvonne, and Andrea  
Absent: None

Guests: Mattie McMurray, AmberLynn Pappas, Michele Denison, Jennifer Garrabrant, Rebekah Barr, and Sarah Richmond

Alicia announced that this meeting would be recorded and archived. She emphasized that it is a public meeting and stated that if anyone would like to view the video archive, they may request it from the front office. Eric motioned to open the meeting, seconded by Melinda. The motion to open the meeting was unanimously approved by the board. The Island Montessori Charter School Board meeting was called to order at 7:04PM, by Eric.

**2 Minute Visitor Comments:**

*Mattie McMurray:* Ms. McMurray referenced the email that she had sent, urging the board to stay in the Aa/Bb model.

*Steve Sacewicz:* Mr. Sacewicz shared that he would like the same rules that apply allowing the board to meet virtually to be applied to reopening plans.

*AmberLynn Pappas:* No comment.

*Yvonne Sacewicz:* No comment, she would like to listen.

*Michele Dennison:* No comment.

*Jennifer Garrabrant:* Ms. Garrabrant shared that she hopes that the board is listening to what the teachers have to say and that she prefers that we stay in the Aa/Bb plan.

*Sarah Richmond:* No comment,

**FSA Liaison (AmberLynn):**

AmberLynn shared that she is working on scheduling Takeout Tuesdays. She stated that we have raised \$700 so far this school year with this initiative. She is trying to schedule the remaining months through the spring. The Virtual Book Fair did not go that well. She also shared that she is attempting to clear out old merchandise. The FSA is actively seeking members, especially a treasurer. The T3 is coming up on May 16th. It will be offered both virtually and in person. She needs help finding sponsors. Elizabeth is helping with the logo contest.

Renee read 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.**

**Meeting Agenda:**

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

**Previous Minutes:**

Jill made a motion to accept the December 16th meeting minutes, seconded by Kari. The motion to accept the December 16th meeting minutes was unanimously approved by the board.

**Board Recognition:**

Melinda commended Eric for his leadership work on the board. She shared that she can always count on him to strive to solve problems. Melinda also acknowledged Carrie for her incredible work with the Children's School.

### **Communications Director Update (Blair):**

Blair reported that she has been editing and refreshing the website. She has updated old photos on the website during this process. Social media just launched an ad for the lottery, and it has 2800 reaches so far. It will remain active through Friday, February 5th. Several board members commended her for her work updating the website.

### **Covid Update/Reopening:**

Eric reminded the board what we had discussed at our last meeting regarding reopening. Alicia provided a reopening presentation, outlining various options for the board. She shared some staff insight she had received recently. Middle school has requested that we stay full remote. Alicia shared parents' input as well. The sentiments ran the gamut from concern for rising cases to eagerness to reopen fully. Alicia stated that she had attended a webinar regarding vaccine availability for teachers. There is no definite timeline, although the hope is that vaccination for teachers will be completed by early summer. That is dependent on the number of vaccines that are available. Jill asked questions regarding exceptional children and middle school. She also inquired if air filters had been purchased for each classroom. Alicia replied that they had. Melissa asked if Alicia could share the reopening options and vaccine slide presentation with the board. Kari inquired about first graders. Eric would welcome a conversation about returning first graders more fully. Eric shared that he feels that this process is a vicious triangle, trying to juggle the needs of teachers, parents, and students. He feels that the school is a safer, more controlled environment than many public settings. He cited the ABC Collaborative data, as presented to the NHCS BOE recently. He feels the biggest challenge is social distancing in the classroom. Eric does not feel that we need anymore surveys. He does not want to put a date on reopening, as we need to revisit this at each board meeting to ensure we have updated and accurate information. He would like to review data from other schools that are moving into Plan A. Melinda would love everyone back, but she leans toward the Aa/Bb model, to be revisited at February's meeting. She would like to add on first through eighth grade and move pick up until 3:00. Renee would like Plan A. She cited ABC Collaborative's data, as well. She feels the science is there. Kari is in agreement with Renee. She would love to move to Plan A. She is comfortable with staying in Plan Aa/Bb until we meet again in February, though. She shared that her children urged her to advocate for reopening fully. Alicia reminded the board that by state law, sixth through eighth grades must be in Plan B or C. Melissa shared that she feels completely uncomfortable moving to Plan A. Michael urged caution and wanted the board to be careful about withholding a state resource from parents. Molly asked Alicia to clarify the 2:00 dismissal time. She expressed appreciation for Alicia and the surveys she provided for the board, although she does not feel that the survey reflected all return options. She also does not feel that we agree on the science. Melissa shared that her preference would be to move to Plan C, or stay in Plan Aa/Bb until teachers have the opportunity to vaccinate. Molly made a motion to stay in Plan Aa/Bb starting Jan. 21st, with no end date. Melinda made a friendly amendment to change pick up from 2:00 to 3:00, Jill seconded the motion. The motion to stay in Plan Aa/Bb starting Jan. 21st, with no end date, with the friendly amendment to change pick up from 2:00 to 3:00, passed with 7 yes votes and 1 abstention (Melissa). This vote will be revisited in February.

### **Academic Update (Susan):**

Susan reported that she is working with teachers to strengthen their observation practice. She stressed the importance of this practice. She noted that she is coaching teachers how to observe digitally, too. She shared a story from the early twentieth century, which highlighted the benefits of a Montessori education.

### **HOS Report (Alicia)**

#### **Grade Level Active Enrollment:**

Kindergarten: 26, 1st Grade: 24, 2nd Grade: 24, 3rd Grade: 23, 4th Grade: 23, 5th Grade: 25, 6th Grade: 20, 7th Grade: 22, 8th Grade: 20, Total: 207

### **Student Discipline Report:**

No incidents to report.

### **Updates on Goals/Issues for Discussion**

#### **1. Academic Achievement**

Goals for 2020/2021

- 1. Increase growth for all students with differentiated instruction in Montessori Lessons driven by data/observations*
- 2. Provide meaningful learning opportunities for all students during remote learning times*

3. *Strengthen all aspects of math especially at the Upper Elementary*
4. *Strengthen all aspects of reading at K-3 level*
5. *Improve MTSS*
6. *Teach **perspective** in all learning opportunities as part of mindfulness*

### **Data for Reporting/Discussion**

#### **2. Mission Based Program and School Improvement Initiatives Updates**

- Staff are working with EC Coordinator to review data points and begin tier support and documentation.
- The Academic Committee had not met prior to this board meeting. Their focus will be for reflection of progress report process, and academic needs moving forward.
- The first two Prospective Parent nights have happened. The turnout has been good, parents are asking good questions and applications are coming in.
- The Chromebooks have arrived. They will be sent out to students who need them following MAP testing.

#### **3. Facility Update**

- Eight more benches have been ordered and are being put together. Shades are being reinstalled to correct pitch and help with waterproofing.
- Grass areas are being maintained on an as needed basis for the winter.
- We are waiting on a part to replace the HVAC unit for the Lower Elementary hallway. The heat in the classrooms is working well; only the hallway heating is not working right now.
- The Health department came and gave an excellent review.

#### **4. Compliance Reporting**

- State came to review the Beginning Teacher Program and files.
- State will review the EC Program and files virtually in the spring.
- Grant follow-up and documentation is being completed as needed.
- Title IX policy, first read ready for the board to review. Melinda has commented that she feels good about it. Alicia will add it to the February folder for board review.

#### **5. Professional Development**

- Staff reviewed the MTSS process and needed items/deadlines moving forward.
- Teacher work day on the 19th, focusing on testing training, a review of COVID protocols, and prep for student return.

#### **Financial Report (Treasurer's Report – Kari)**

1. Money in United Account: \$407,987.63
2. Money to draw from the state: n/a
3. Live Oak account: \$251,541.78
4. NBKC account: \$250,356.80
5. Identified Potential Short/Long Term Issues: none at this time.

Ms. Rebekah Barr, the auditor, attended the meeting. She shared a positive review and confirmed that the report has been submitted.

#### **Strategic Plan update – State Plan:**

No update.

#### **Board Strategic Plan:**

No update.

#### **Special Board Projects:**

No update.

#### **Executive Committee (EX):**

No update.

#### **Grant Committee:**

No update.

**Finance Committee:**

No update.

**IT:**

No update.

**EC:**

No update.

**Nutrition/Lunch Program:**

No update.

**After School Specials:**

No update.

**Outdoor Committee:**

No update.

**HR/Policies and Procedures:**

No update.

**Marketing:**

No update.

**Diversity Update:**

No update.

**Alumni Committee:**

No update.

**OLD BUSINESS/NEW BUSINESS:**

**Old Business:**

- Melinda shared information regarding insurance. She feels that we should seek out an additional legal opinion. Michael made recommendations which Melinda will be pursuing further.

**New Business:**

- Molly offered to help with board recruitment.
- Jill asked that the Campus Committee be added to next month's agenda.

Molly motioned to adjourn the meeting, seconded by Michael. The board unanimously approved to adjourn. Meeting was adjourned at 8:25PM.

**REMINDERS:**

- Next board meeting is Wednesday, February 17th, 2021, at 7:00PM, via Zoom.
- All committee reports are due by Friday, February 12th, 2021 [PDF Format Please!].
- Next Executive Committee meeting is Thursday, February 11th, 2021, at 10:00AM, via Zoom.

**Upcoming Events:**

- January 22nd - Progress Reports sent home
- January 20th - Students return
- January 21st - February 12th NWEA MAP Assessments
- Week of February 8th - BOG Testing for 3rd years only

**ACTION STEP ITEMS:**

- Susan to share her video about observation with the board.