

**ISLAND MONTESSORI CHARTER SCHOOL
BOARD OF DIRECTORS MEETING MINUTES
06.17.20**

Meeting Location: Virtual, via Zoom
Time: 7:00pm

In attendance: Eric, Melinda, Michael D., Jill, Melissa, Dan, Molly, Kari, Elizabeth, Michael R., Rainey

Staff in attendance: Carrie, Brian, Lara, Alicia

Absent: None

Visitors: None

Brian announced that this meeting would be recorded and archived. He emphasized that it is a public meeting and 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 Dan. The motion to open the meeting was unanimously approved by the board. The Island Montessori Charter School board meeting was called to order at 7:17 PM, by Melinda.

2 Minute Visitor Comments:

None.

FSA Liaison (Melissa):

The Tinted Turtle Trot was held virtually over the weekend of June 6th and 7th. While not the event that the FSA was hoping for, they still had encouraging support and participation.

Brian 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 Rainey. The motion to approve the meeting agenda was unanimously approved by the board.

Previous Minutes:

Melinda made a motion to approve the May 21st minutes, seconded by Dan. The motion to approve the May 21st minutes was unanimously approved by the board.

Board Recognition:

Melinda recognized all the members of the COVID-19 committee (Carrie, Elizabeth, Sally, Melinda, with additional help from Molly, Dan, John, Jill, Michael D. and Brian) for their immense dedication and work in compiling the reopening guide. She also thanked Molly and

Lara for their drafting of the Black Lives Matter statement.

Communications Director Update (Blair):

No update at this time.

Academic Update (Lara):

Lara presented the Remote Learning Plan that she and her team have been working diligently on. It is due to DPI by July 20th. Jill made a motion to adopt the Remote Learning Plan, which was seconded by Rainey. The motion to adopt the Remote Learning Plan was unanimously approved by the board.

Alicia presented on Jump Start, a summer remediation plan. Jill made a motion to pursue the JumpStart program, which was seconded by Rainey. The motion to pursue the Jump Start program was unanimously approved by the board.

Jill inquired as to the mental health and well being of our faculty. Lara feels that prioritizing breaks for our teachers and keeping their frustration levels down is paramount.

HOS Report (Brian):

Grade Level Active Enrollment:

Kindergarten: 27, 1st Grade: 27, 2nd Grade: 26, 3rd Grade: 25, 4th Grade: 24, 5th Grade: 24, 6th Grade: 23, 7th Grade: 24, 8th Grade: 24, Total: 225

Student Discipline Report: Nothing to report.

Updates on Goals/Issues for Discussion

1. Academic Achievement

Goals for 2019/2020

- 1. Increase growth for all students with differentiated instruction in Montessori Lessons driven by data/observations*
- 2. Strengthen all aspects of math especially at the Upper Elementary*
- 3. Strengthen all aspects of reading at K-3 level.*
- 4. Improve MTSS*
- 5. Mindfulness*

Families and students are on our Google Montessori Platform. All meetings are being conducted through Zoom. Teachers and TA's all are holding office hours daily.

Data for Reporting/Discussion

2. Mission Based Program and School Improvement Initiatives Updates

- The Digital Learning Plan needs an approval vote.
- Summer Jump Start is being worked on and will probably need a vote in the future.
- Still waiting for the calendar from the county before we release ours. Their committee met June 4th but has not released anything yet.

3. Facility Update

- Peter is obtaining a quote on new skirting for the Children's School. The multipurpose room will be painted this summer. The facilities are in summer mode for cleaning. Teachers will return to prep rooms for summer hurricanes and floor cleaning. The disinfection gun and chemicals have been received and are being used. 2000 face masks were received. We are waiting on our hand sanitizer pumps for the Charter School. They are already up at the Children's School. More PPE is being ordered.

4. Compliance Reporting

- The Children's School IRS audit was sent in on time. We received a letter thanking us and stating that we are all clear.
- We are all caught up with state document requests through Epicenter.

5. Professional Development

- All has been canceled at this time.

Financial Report (Treasurer's Report – Kari)

- Money in Crescom Account: \$401,731
- Live Oak Account: \$250,000
- NBKC Account: \$250,000
- Money to draw from the state: \$0
- Additional Crescom account (to track the PPP loan): \$37,716. Forgiveness of the loan is still up in the air.

Strategic Plan update – State Plan:

No update.

Board Strategic Plan:

No update.

Special Board Projects:

No update.

Executive Committee (EX):

No update.

Grant Committee:

EOY report submitted, recording 11 awards totaling approximately \$28,690. Two grants are currently being prepared for upcoming summer deadlines: International Paper and Landall Foundation.

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 is finalizing health insurance, just waiting on the accountant piece. She feels that will be ready as early as next week.

New Business:

- Board elections are coming up next month, with several terms ending in July 2020. Melinda will send an email with the list of those whose terms expire.

CLOSED SESSION:

Dan made a motion to move into closed session, which was seconded by Jill. The board moved into closed session at 8:10 to discuss matters relating to employee contracts and the proposed budget. We left closed session at 9:33 PM.

OPEN SESSION:

Jill made a motion to accept the employee contract recommendations, which was seconded by Michael R. The motion passed with one dissenting vote and one abstaining vote.

Kari made a motion to accept the proposed budget, which was seconded by Eric, with the note that there may yet be changes. The motion passed with one dissenting vote and one abstaining vote.

Melinda motioned to adjourn the meeting, seconded by Molly. The board unanimously approved to adjourn. Meeting was adjourned at 9:35 PM.

REMINDERS:

- Next board meeting is Wednesday, July 15th, 2020, at 7:00pm, via Zoom.
- All committee reports are due by Friday, July 10th, 2020 [PDF Format Please!].
- Next Executive Committee meeting is Thursday, July 9th, at 10:30AM, via Zoom.

Upcoming Events:

- None.

ACTION STEP ITEMS:

- None.