

# ISLAND MONTESSORI CHARTER SCHOOL

## BOARD OF DIRECTORS MEETING MINUTES 10.18.23

Meeting Location: 6339 Carolina Beach Rd., Wilmington, NC 28412  
Time: 7:03 PM meeting called to order (Whitney)

Board Members Present: Emily Elmore, Whitney Wilson, Kate Medero, Pamela Thigpen, Michael Davenport, Jeremy Linquist, Mark Turner, Tyler Howell, Nicole Smith, Jill Davenport

Not in attendance:

Staff in attendance: Alicia Rheel, Carrie O'Brien Dworshak, Brittany Ivey

Guest: none

Whitney Wilson opened the meeting at 7:03PM

Kate started with the reading of 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

### **Meeting Agenda:**

Whitney made a motion to approve the agenda. Michael Davenport seconded the motion. Vote held and passed unanimously.

### **Previous Minutes:**

Jeremy made a motion to approve the September meeting minutes. Mark seconded the motion. Vote was held and passed unanimously.

### **FSA update that Alicia shared:**

- Papa Murphy's Pizza night fundraiser - we have not received check yet not sure how much
- Alternative fundraiser didn't make as much as previous years
- Wrote a grant on behalf of science Olympiad that did not get approved so looking for a new grant
- Middle school committee fundraising for the end of year event. They did a concession stand at Legion stadium, will have a booth at the winter bizarre, they will be doing face painting at fall festival
- Limited Sprit wear will be on sale for fall festival

- Fall festival coming up in October, pie the teacher, potluck, bingo with prizes, etc.
- Bookfair coming up in November
- Parent lunch with their student during bookfair
- Coffee and Connections for parents during bookfair
- Holiday bizarre coming in December
- Teacher appreciation luncheon in December for staff
- Money from bookfair will go to Ms. Carrie to support medical bills
- Bookfair will also be online for purchase
- Working on shirts for the Tinted Turtle Trot

## Academic Update – (from Kelly, presented by Alicia)

### Overall Happenings

- Normalization is still in the works! Teachers are *implementing* strong organizational classroom systems with the goal of fostering independence
- Whole School Gathering:
  - Unity Day 10/20
- Vertical Planning
  - CS/LE focused on building a Language scope and sequence to be shared school wide
  - UE/MS focused on building a Math scope and sequence to be shared school wide

### Academic Snapshot

#### **LE Topics**

**Building Community:** build unity chain, 7th years are visiting LE classrooms to help students make unity bracelets and build connections between students from the different levels, class meetings continue

**Language:** handwriting, adjectives, alphabetizing journal writing, superlatives

**Math:** points, lines, symmetry, constructive triangles, odd/even, place value, operations

**Cultural:** time, Mesopotamia, connecting ancient civilizations to the Great Lessons

#### **UE Topics**

**Building Community:** Unity Chain, connecting with middle school students to make bracelets for Unity Day, community meetings and morning meetings, lessons on friendship, group lessons on active listening

**Language:** sentence structure and analysis, types of sentences, parts of a paragraph, reading groups

**Math:** prime and composite, fractions and operations, types of triangles, test tube division, decimal introductions

**Cultural:** stars, stellar nucleosynthesis story, atoms, sun, moon, and earth, layers of the earth, rock investigations

#### **MS Topics**

**Building Community:** Unity Chain, supporting LE and UE classes with making bracelets for Unity Day, playing Snickers

**Language:** exploring mentor sentences, vocabulary, journal writing, compound and complex sentences, and dependent and independent clauses

**Math:** rates, proportions, unit rate, parallel lines and transversal, angle relationships, scale factor and dilations

**History:** piedmont, mountain, coastal region studies of NC

**Science:** cell organelles, types of locomotion for single celled organisms

### **A few of the things happening in Specials...**

**Building Community:** Bee Club members share observation hives with students, Choir has started, students are working on Turtle Trot designs

**Art:** watercolor paint pumpkin zentangles, painting lighthouses

**Music:** body percussion, music in nature, "Your Hand in My Hand" taught with sign language

**PE:** fitness and smart goals, locomotors, parachute

**Environmental Ed:** leaf exploration, sands of the world, rock study, population growth and biodiversity

**Spanish:** learning vocabulary - emotions, colors, and how to interpret Spanish to play collaborative games, create short stories through themes

### **Family Engagement:**

- [Family Engagement Plan](#) - Normalizations
- Montessori moment article- focus on [community awareness](#) Montessori environment
- Up Next~ October ~ Family Conferences
- Coffee and Connections with parents at the bookfair (Emily and Whitney will attend)

### **Coaching Corner:**

- One on one check-ins are happening with reflective conversations
- Observations are happening
- Team Lesson Studies
  - Material Focus - TA's - Multiplication Checkerboard / Guided Reading
  - CS - nouns and adjectives material: The Farm
  - LE - Reading Remediation
  - UE - Multiplication Checkerboard & Decimal Checkerboard

## **Communications Director Update (from Blair, presented by Alicia)**

### **Communications**

- Website edits have been made to our [Fundraising](#) page.

### **Service Learning**

- Last week and this week have been our 'first visits' for the middle school Service Learning program.
- *We maintained our partnership* with Rise Up Farms and Skywatch Bird Rescue
- *We've secured new partnerships* with Autumn Care Senior Center, The Salvation Army, and the Humane Society.
- Great first visits to each location. Students are excited and always display grace and courtesy.

- **Autumn Care** students met this week to plan activities to bring with us for our next visit.
- Our contact at the **Humane Society** was a former educator for 28 years and was wonderful with our students.
- **Salvation Army update...**
- I feel really great about these partnerships and can see our school maintaining these relationships for more years to come.
- Coins for Change is being sent to a school in Hawaii and was very successful.
- The month of October is very busy for staff and students, so our **donation drive** for this month is focused on families and encouraging them to bring non-perishable food items to our Fall Festival. These items will be **donated to the NC Food Bank**.
- Our first **Saturday Serve** was rained out, but our next one will be on Saturday, **November 18th working at the First Fruit Ministries Food Pantry**. We participated last year and it was a great experience for families of Upper and Middle Schoolers.

**Diversity committee:**

**Fundraising Update:**

**Head of School’s Report – (Alicia)**

The following information is provided to the Board of Directors:

**Enrollment**

Grade Level	Active Enrollment
Kindergarten	27
1 <sup>st</sup> Grade	26
2 <sup>nd</sup> Grade	24
3 <sup>rd</sup> Grade	25
4 <sup>th</sup> Grade	24
5 <sup>th</sup> Grade	25
6 <sup>th</sup> Grade	23
7 <sup>th</sup> Grade	21
8 <sup>th</sup> Grade	19
<b>Total</b>	214
<b>Withdrawals:</b>	<b>Reason:</b>
0	Did not complete the form

## 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	0/1
September	0	0	0/0
October			
November			
December			
January			
February			
March			
April			
May			

## Important Dates:

- 10/23 - 10/27 SPIRIT WEEK
- 10/26 Fall Festival
- 11/1 NO SCHOOL - Teacher Conferences
- 11/10 NO SCHOOL - Veteran's Day

## Updates on Goals/Issues for Discussion

### Data for Reporting/Discussion

#### 1. Academic Achievement

*Goals for the 2023/2024 School Year*

- Increase growth for all students with differentiated instruction in Montessori lessons driven by data/observations
- Continue to grow three-year cycles through vertical planning and collaboration.
- Strengthen all aspects of math, aligning Montessori lessons, three-year cycles, and state standards.
- Build connections between schools, families, and the community.

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

- WOW Grant
- Go Grant
- Unity Day

#### 3. Communications Update

- See notes from Blair

#### 4. Marketing Update

- Looking into some IMS swag items to have on hand. Planning out winter/spring contacts to real estate offices for Charter presentations. Flyers will be available soon.

5. ***Facility Update***
  - Grant committees working on funding for further updates to outdoor classroom
  - Outdoor classroom roof is complete, need a gutter and a downspout
  
6. ***Compliance Reporting***
  - All state requirements are being submitted
  - The audit visit was complete - waiting on next steps
  
7. ***HR/Policies & Procedures Update***
  - Substitutes are being hired
  - SB 49 - Parent Bill of Rights
  - SB 20 - Parental Leave options
  
8. ***Professional Development***
  - *MANC conference was attended by Kelly and I - wonderful training!*
  - *Teacher work day on 10/16 was spent with two mini workshops for staff (ChatGPT and CPI) Afternoon was preparing for conferences*
  - *Working on PD for staff for teacher work days for the second half of the year.*
  
9. ***Strategic Plan Update***
  - Created a parent graphic. Shared in newsletter
  - Mid-year check-in will be presented in January
  
10. ***IT Update***
  - Waiting on our ERate grant funds to fully connect Corrigan's Cottage to school internet
  
11. ***EC Update***
  - ***The current headcount is 32. There are 4 in process of referral***
  
12. ***Nutrition/Lunch Program Update***
  - Partnership with NHCS is going well
  - We currently have 11 students opting for free or reduced lunch
  
13. ***After School Program Update***
  - Alphabest has begun. New staff have needed some support but the program is getting underway.

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

September Bank numbers:

\$242,673.00 United Bank (Main Account)

\$202,411.03 United Bank (Extended FDIC Acct)  
\$256,718.60 Live Oak Bank  
\$0 Truist

State has accepted their budget but we still do not know how much we will be receiving. Hopefully by the end of October we know what our allotment will be.

## **OLD BUSINESS/NEW BUSINESS:**

### **Old Business:**

Discuss [Parental Leave Act](#) Alicia presented basic facts, cost and reimbursements, and pros and cons for consideration.

Whitney made a motion to vote opting-out of the Parental Leave Act. Mark seconded the motion. Vote was held and passed; 6 in favor, 4 against.

Board will have a prepared response that will be available if anyone has questions concerning our decision on the Parental Leave Act.

Discuss [Parent Bill of Rights](#). Team will meet to discuss and present at the November meeting.

### **New Business:**

Grant committee applied for New Hanover County Endowment Fund to help fund upgrade to walkie talkie systems, school resource officer, and program for educational kits for a comprehension approach to safety.

Open up Board member applications with a possible deadline of November 30, 2023.

We are starting a basketball team. Kate is helping fundraise for basketball team.

Jeremy made a motion to adjourn the meeting at 8:23pm and Jill seconded the motion. Vote was held and passed unanimously.

## **REMINDERS:**

- **Next Exec meeting is Friday, November 10, 2023 at 9:30 a.m. via Zoom**
- **Next Meeting – Wednesday, November 15, 2023 at 7:00 p.m.**