

ISLAND MONTESSORI CHARTER SCHOOL

BOARD OF DIRECTORS MEETING MINUTES 8.21.24

Meeting Location: 6339 Carolina Beach Rd., Wilmington, NC 28412

Time: 7:04 PM meeting called to order

Board Members Present: Lara Fritz, Emily Elmore, Whitney Wilson, Kate Medero (via zoom), Pamela Thigpen, Mackenzie Wetherill, Nicole Smith, Jeremy Linquist, Jill Davenport, Michael Davenport

Not in attendance: Tyler Howell

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

Guest: None

Nicole opened the meeting at 7:04 PM

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 Public Comments:

None

Meeting Agenda:

Jill made a motion to approve the agenda. Emily seconded the motion. The vote was held and passed unanimously.

Previous Minutes:

Jill made a motion to approve the July meeting minutes. Whitney seconded the motion. The vote was held and passed unanimously.

FSA update:

- Still Looking for a Treasure and Communication Coordinator
- We are still working on the FSA thank you and the plaques have come in. We will try and get Terry to put them on the benches tomorrow.
- I spoke with AmberLynn this morning and the FSA is still very short handed. Stephanie is the FSA representative for the children's school. I'm hoping the newsletter will help recruit some people.

Other Business:

None

Head of School's Report – (Alicia)

To: Board Members

From: Alicia Rheel

Date: 8/21/24 _____

Re: Head of School's Monthly Board Report

The following information is provided to the Board of Directors:

Enrollment

| Grade Level | Active Enrollment |
|-----------------------------|---|
| Kindergarten | 27 |
| 1st Grade | 26 |
| 2nd Grade | 25 |
| 3rd Grade | 24 |
| 4th Grade | 25 |
| 5th Grade | 24 |
| 6th Grade | 25 |
| 7th Grade | 22 |
| 8th Grade | 24 |
| Total | 222 |
| Withdrawals: 2 | Reason: Moving to a traditional middle school for band and bus options |
| | |

Student Discipline Report

School Discipline Goal: Make all consequences a learning moment!

| Month | In School Suspension | Out of School Suspension | Incident reports to office |
|-----------|----------------------|--------------------------|----------------------------|
| | # students / # days | # students / # days | Major/minor |
| August | 0 | 0 | 0/0 |
| September | 0 | 0 | 0/0 |
| October | 0 | 0 | 0/0 |
| November | 0 | 0 | 0/0 |
| December | 0 | 0 | 0/0 |
| January | 0 | 0 | 0/0 |
| February | 0 | 0 | 0/0 |
| March | 0 | 0 | 0/0 |
| April | 0 | 0 | 0/0 |
| May | | | |

Important Dates:

- 8/22 Open house for Charter School
- 8/24 - Beach Clean-up with NC Aquarium
- 8/27 - First day of School
- 9/2 - NO School Labor Day
- 9/10 - BOG testing

Updates on Goals/Issues for Discussion

Data for Reporting/Discussion

1. Academic Achievement

Goals for the 2024/2025 School Year

- Track and demonstrate growth in math across all grade levels
- Support teachers' specific and individual learning needs
- Strengthen cultural lessons as they intertwine in all academic areas.
- Build connections between schools, families, and the community.

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

- Resumes and interviewing candidates for position open
- Preparing for open house and return of students
- Staff are completing PD and preparing classrooms
- Creating new forms for observation and walk-throughs to help with timely feedback and addressing areas of improvement

3. *Communications Update*

- Blair is working on service learning sites for 8th graders
- Created opportunity for staff to spend a morning in the community serving at different sites
- Finalizing our Community Calendar for the upcoming school year.

4. *Marketing Update*

- Blair continues to work on our website
- We were nominated as top 3 public schools in New Hanover County

5. *Facility Update*

- walking trail installed
- pricing out concrete pad
- outside trim replaced and painted
- building is being painted
- Corrigan's Cottage dedication sign has arrived!
- beautification around the building

6. *Compliance Reporting*

- All state requirements are being submitted.

7. *HR/Policies & Procedures Update*

- 10/1 - Parental Leave determination due to the state

8. *Professional Development*

- *Taking a new spin on PD options for this year*
- *Administration is doing a book study for the first half of the school year to consider doing schoolwide*

9. Strategic Plan Update

- [Review here](#)

10. IT Update

- Speakers have been installed in Corrigan's Cottage
- Internet is being restored in Corrigan's Cottage
- Chromebooks, donated by FSA, are being set up to be used. Cart for storage and charging is on back order

11. EC Update

- The current headcount is 39

12. Nutrition/Lunch Program Update

- Partnership with NHCS will continue. We will have numbers of students participating in September

13. After-School Program Update

- Alphabest is in the process of hiring new staff and preparing for the upcoming year.

Financial Report (Treasurer's Report – Kate):

August Bank numbers:

- \$167,667.47 United Bank (Main Account)
- \$402,241.44 United Bank (Extended FDIC Acct)
- \$256,066.20 Live Oak Bank (Savings Account)
- \$825,975.11 Total**

Brittany, update:

- State money dropped so the bank account will start to go up each month.
- There is a big budget issue this year, they have changed the way that we are funded, they are funding in arrears. All schools are now funded based on their previous year's head count (enrollment) and releasing the funds earlier (we have already received our allotment); the problem is that the general assembly did not approve the funding for the current year's growth. They are trying to get approval for the current year of growth that would be released in November, so that you are fully funded based on your current head count, but this has not been approved yet. We have 8 new kids that we

will not be getting funding for this year unless things change. This will make things very tight for us. They are groups that are fighting this new policy. It's not the state or DPI, it is the General Assembly.

- We are starting the year much further behind than normal and are not getting funding for 8 kids.
- So the budget in the folder will reflect the current state allotment based on not getting funding for the additional kids for this year.
- Our audit site visit has occurred, and everything went well. The audit is going well and will conclude in Oct/Nov.
- Conflict of interest forms need to be filled out by each board member.

Fundraising and Grant Committee Update -

Jeremy

- We need to look at fundraising for our General Fund to help with the budget shortage due to the lack of state funding for this year's growth. We should be transparent with everyone that we are fine, but our budget is tight.
- Look at giving out Tax receipts for donations

Nicole

- We were going to go after the New Hanover Endowment fund but in lieu that we have decided to apply for the Driehaus Foundation. They fund projects with an average cost of \$10,000 -\$15,000. Submittal is due in November, we would hear back on approval in the spring, so this funding would be for next year.
- Work On Wilmington is another option to consider for specific projects.

Academic Update – (presented by Alicia)

Alicia did a demonstration of The Stamp Game for the board. The staff use it with addition, subtraction, multiplication, division, etc. They use it all the time in the classroom (mostly upper elementary).

Diversity committee:

See Alicia's Update

OLD BUSINESS/NEW BUSINESS:

Old Business:

Board Retreat:

- September 12, 2024, from 9-2

- Location to be determined
- Agenda is under development

New Business:

The Board of Education Parental Leave document is in the folder. Please review for a vote in September. We have to opt-in or opt-out every year.

Information we would like made available to help with this decision:

- Did any other charter schools in our area opt in last year?
- Minutes from last year's discussions
- Slides from last year's discussion
- Do we have interested teachers?

Jill - Shout out

Loves the new floor and the entrance.

At 8:20 PM, Jill made a motion to go into closed session, Lara seconded the motion. The vote was held and passed unanimously.

At 8:22 PM, Jill made a motion to leave closed session, Nicole seconded the motion. The vote was held and passed unanimously.

Nicole made a motion to adjourn the meeting at 8:23pm and Emily seconded the motion. The vote was held and passed unanimously.

REMINDERS:

Next Exec meeting is Friday, September 13, 2024 at 9:30 a.m. via Zoom

Next Meeting – Wednesday, September 19, 2024 at 7:00 p.m.