

ISLAND MONTESSORI CHARTER SCHOOL

BOARD OF DIRECTORS MEETING MINUTES 4.19.23

Meeting Location: 6339 Carolina Beach Rd., Wilmington, NC 28412
Time: 7:45 PM meeting called to order

Board Members Present: Melinda Cummings, Michael Davenport, Eric Jelinski, Emily Elmore, Whitney Wilson, Nicole Smith, Jeremy Linquist, Pamela Thigpen and Jill Davenport via Zoom

Not in attendance: Renae Harris, Miranda Brothers

Terms start in July 2023 for new Board members.

Motion to appoint the following:

Lara Fritz - Children's school

Tyler Howell - Charter School

Mark Edward Turner and Yuko Yamada- Both

Staff in attendance: Alicia Rheel, Carrie Dworshak, Brian Corrigan

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 public comment

Visitors: Mark Turner, Tyler Howell, Lara Fritz, Yuko Yamada

FSA update from Alicia:

Tinted Turtle Trot Exceeded expectations, no hard numbers, but upwards of 250+ runners.

Meeting Agenda:

Eric Jelinski made a motion to approve the agenda with the edits suggested. Melinda Cummings seconded the motion. Vote held and passed unanimously.

Previous Minutes:

Jeremy Linquist made a motion to approve the March meeting minutes with the grammatical changes that had been suggested. Melinda Cummings seconded the motion. Vote was held and passed unanimously.

Communications Director Update (from Blair, presented by Alicia):

Communications

- Weekly Snapshots are being sent out and uploaded each Friday to the website.

Service Learning

- The Humane Society has agreed to partner with us for the 23-24 school year! I am super excited about this and we plan to start small, with one group and see how the year goes.
- [Saturday Serve](#)
 - Our next Saturday Serve is a workday on the campus in April. More details to come!

8th Year Transition Day Plan

- Ms. Kelly and I worked on a plan that will help transition our 8th years into High School
- First, students will spend half the day touring the Harrelson Center learning about non profit organizations in our community. While one class tours, the other class will be volunteering with hands-on projects with organizations in the building and vice/versa.
- The afternoon will be spent with half the students reading and helping in the preschool classrooms while the other half spends time with me taking a career assessment survey and exploring career clusters and vice/versa.
- We hope this will expose students to ways they can volunteer for service hours in high school as well as learn/explore more about careers that may interest them in the future.

Youth Service America Grant

- Our students received the grant for their [Community Healthy Food Cookbook](#)
- Mael and Violet joined me in a Zoom this past week with Youth Service America and were able to see how awesome this accomplishment was! There were students all over the state that were awarded this honor - such a proud moment for me!
- We are working on our next steps to begin gardening, cookbook ideas, and planning our event.

Global Youth Service Week

- GYSW will take place the last week during the month of April
- We hope to ‘kickoff’ the week with our Work on Wilmington visit on Saturday, April 22nd
- More details to come once class choose their projects

National Service Learning Conference

- I will be attending the [National Youth Service Learning Conference](#) in April
- Looking forward to new ideas and general knowledge of this conference
- They do have a category for student presentations - could be a possibility for our program in the future!

Diversity committee:

No updates

Fundraising Update: None

HEAD OF SCHOOL REPORT:

Enrollment

Grade Level	Active Enrollment
Kindergarten	27
1 st Grade	25
2 nd Grade	25
3 rd Grade	24
4 th Grade	22
5 th Grade	24
6 th Grade	22
7 th Grade	22
8 th Grade	20
Total	211

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			2
May			

Important Dates:

- Work on Wilmington Saturday, April 22nd
- Global Youth Service Week April 24-28
- Teacher Appreciation Week May 8 - 12
- MAP testing Math 4/25 - 4/27 Reading 5/2 - 5/4

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.

2. Mission-Based Program and School Improvement Initiatives Updates

- Beginning plans for next year - looking at Year of theme
- Reviewing programs for progress monitoring and streamlining the MTSS data collection

3. Communications Update

- See notes from Blair

4. Marketing Update

- none at this time.

5. Facility Update

- Construction for the Chicken Coop is continuing.
- Upper El Building has needed some work under the building.
- Planning for summer projects around campus
- Work on Wilmington will stain the walkway, stage, and benches for the outdoor classroom

6. Compliance Reporting

- All required reports are being submitted

7. HR/Policies & Procedures Update

- [calendar creation](#) of policy reviews, updates, and committees
- 300 policy - first presentation

8. Professional Development

- Alicia is a part of a Equity Fellowship with the state. Monthly meetings around a variety of topics and support to build equity in schools.
- Charter purchased online access to AMS conference - Will have access for 30 days to allow staff time to view areas of interest.
- Ms. Blair attended a Service Learning Conference in April.
- Beginning to plan PD for next school year.

9. Strategic Plan Update

- Edits and suggestions - keep them coming
- Last Section will be ready in May

10. IT Update

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

11. EC Update

- **Current headcount is 49.**

12. 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.

13. After School Program Update

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

Financial Report:

a. Salary review - [Brian Corrigan](#) presented how salaries are generated with educational, experience and certifications.

b. Bank accounts

i. United FDIC extended- 261,823.98

ii. United Bank Main account - 330,952.48

iii. Truist 251,719.76

Academic Report:

- Preparing for MAP testing Math 4/25 - 4/27 Reading 5/2 - 5/4
- Global Youth Service Week April 24-28
- Planning for end of the school year, and for 2023-2024

Old Business

None

New Business

Air Conditioner repaired in Middle School Building

Action Steps/Summary - 2 minutes

Continue to review Strategic Plan

Policy # 400 to be reviewed.

BOD review 300 policy changes

Brian to continue to solidify budget

Closed Session - None

Jill Davenport motioned to adjourn. Melinda Cummings seconded the motion. Vote held and passed unanimously.

Next Meeting – Wednesday, May 17, 2023 at 7:00 p.m. Next Exec meeting is Friday, May 12, 2023 at 9:30 a.m.