**ISLAND MONTESSORI CHARTER SCHOOL**

**BOARD OF DIRECTOR’S MEETING MINUTES**

**11.15.17**

**Meeting Location:** IM Children’s School, 6339 Carolina Beach Road, Wilmington, NC 28412

**Time:** 7:00pm

In attendance: Dan, Eric, John, Christina, Rainey, Michael, Jill, Michael R., and Jeremy

Staff in attendance: Brian and Carrie

Absent: Melinda

Visitors: Steve Sacewicz and Yvonne Sacewicz

**2 Minute Visitor Comments:**

None.

**FSA Liason:**

None.

Dan motioned to open the meeting, second by Rainey. The motion to open the meeting was unanimously approved by the board. Island Montessori Charter School meeting was called to order at 7:03pm by Dan.

**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:**

Jeremy motioned to approve the meeting agenda, second by Michael. The motion to approve the meeting agenda was unanimously approved by the board.

**Board Collaboration Summary from DPI :**

Christina shared the recent comments and feedback with the board regarding our meeting minutes. She sent a copy of the amended board minutes from the August meeting which include suggested changes from DPI’s report.

Rainey motioned to approve the August 8th minutes as presented with Christina’s amendments, second by Michael. The motion to approve the August 8th minutes as presented with Christina’s amendments was unanimously approved by the board.

**Previous Minutes:**

Rainey motioned to approve the October 18th minutes with the amendment to the date in the heading, second by Jeremy. The motion to approve the October 18th minutes was unanimously approved by the board.

**New Board Member:**

Michael D. motioned we approve Michael Rosander as a new board member, second by Jeremy. The motion to approve Michael Rosander as a new board member was unanimously approved by the board.

**Academic Committee:**

Lara is on vacation so instead of her report the board listened to a middle school update from middle school teacher, Steve Sacewicz. He touched on a few exciting things such as the reading challenge, prepping for high school, and how he’s teaching independence, responsibility, and accountability.

**Head of School Report (Brian):**

**Enrollment update 2016/2017 school year Charter School**

* K-24, 1-23, 2-24, 3-24, 4-24, 5-24, 6-24, 7-23, 8-14 for a total of 204.

**Financial Report**

* Money in First South Account: $196,937.
* Money to draw from the state: $0 but money should drop sometime this week.
* Raffle lottery net $8,700, which is exactly what the fence cost.
* Identified Potential Short/Long Term Issues:
  + State drop should happen the week of the board meeting according to DPI.
  + Deficit cut by $100,000 due to miss representation of the loan for children’s school property.
* John reported the audit was sent in on time but included the financials from the children’s school, specifically the payroll. John and the accountant have requested an extension and will resubmit the audit with the corrected financials.

Motion to approve the Financial Report by Michael, second by Jeremy. Motion to approve the financial report was unanimously approved by the board.

**Lottery**

Prospective Parent dates are going to be January 4, 10th, 20th, 30th with times TBD.

**Student Discipline Reports**

* There have been 6 incidents so far in October and in 2 of those incidents school suspension was given.

**Facility Update**

* Landscaping finalized
* Painted Middle School and Upper Elementary doors
* Signage up
* Added bladder tank to the Children’s School’s building to increase water pressure. All toilets flush with force now.
* Health Department inspected entire campus and we scored an 98. Middle school threshold was an issue and is now in the process of being repaired along with a wall by the roof leak in a classroom.

**Compliance Reporting**

See attached report pertaining to our board minutes from DPI.

**Professional Development**

* + Whole staff MTSS training at 11/8 staff meeting
  + Alicia attending MTSS coordinators meeting 11/7/14
  + Alicia with Whole EC Staff to EC conference 11/15-11/17
  + Lara attending “Leadership and Coaching in Public Montessori in Portland, Oregon 11/30-12/1
  + 12/3-12/8 Brian and Melinda visiting Montessori Schools in Nebraska

**Strategic Plan update – State Plan**

* No new update.

**Board Strategic Plan**

Dan updated the board with Melinda’s report.

**Special Board Projects/Move Update:**

None.

**Executive Committee:**

See attached minutes.

**Grant Committee:**

None.

**Finance Committee:**

Given in conjunction with HOS Report.

**Development/Fundraising Committee:**

No new updates.

**IT:**

No new updates.

**Nutrition/Lunch Program:**

Report sent via email.

**After School Specials:**

No new updates.

**Beautification Committee:**

No new updates.

**HR/Policies and Procedures:**

No new updates.

**Marketing:**

Board discussions ensued regarding marketing strategies for the charter school and upcoming lottery.

**OLD BUSINESS/NEW BUSINESS:**

OLD BUSINESS

* + Loan update - Dan
  + Board Holiday Gathering - Christina

NEW BUSINESS

* + Charter Marketing & Lottery - Brian (5 min)
  + Year of the Teacher Committee. Dan presented the topic for next year. Rainey volunteered to head this committee and Jeremy will assist.
  + Fundraising idea – Dan has an idea for a possible fundraiser next year.
  + New Treasurer search – John gave his notice to the board that he and his family will be moving in the next few months so we are looking for a new Treasurer.
  + Painting the new middle school building – Jeremy agreed to take our color palette to his mom, Mo, to help us narrow down color options.

**CLOSED SESSION:**

[Jill was not present for closed session]

Michael motioned that the board go into closed session to discuss a student issue pursuant to General Statute 143-318.11 (a) (6). Second by Eric. Board went into closed session at 8:45pm.

* Rainey made a motion that we adopt and approve Plan A regarding the after school program. Second by John. Motion to approve and adopt plan A was unanimously approved by the board.

Dan motioned to adjourn the meeting, second by Rainey. The board unanimously approved to adjourn. Meeting was adjourned at 10:17pm.

**REMINDERS:**

* **Next board meeting is Wednesday, January 17th, at 6:00pm, at the Charter School**
* **All committee reports are due by Friday, January 12th, 2018[PDF Format Please!]**

**Upcoming Events:**

None