

Isthmus Montessori Academy (Public) Board Meeting Minutes

June 16, 2022 9:30 am Google Meet

Call to Order: We convened at 9:30 am. Bill Walsh, Allyn Travis, Nora Rader-Grubb, Melissa Droessler, and Carrie Marlette were present. Jessi Wortmann and Troy Vosseller joined the meeting by 9:45 am. Ben Noudry and Hanif NuMan were not present.

Consent Agenda: MD asked the board for review and approval of the previous board meeting minutes from March. TV made a motion to approve the minutes. AT seconded the motion.

Heads of School Report: CM shared that the last day of school for IMAP's 4K through eleventh grade was last Thursday, June 9th. As the school year was ending, there were camping trips and spring performances. On Friday, June 10th, we experienced the Bridging Ceremony during the day. That evening, the junior high and high school students held their first formal. IMA, Inc.'s birth to three program continues to be open in the summer through the third, full week of July. There is a small summer camp program for the primary and elementary program levels. The summer programs are well-staffed.

This week, there were three days for educators to work on their prepared environments, learner records, classroom inventories, next year's calendar, schedules, and curriculum alignment. This was an enjoyable and productive time for individual and collaborative work. The elementary educator team found and procured over a 100 new, sturdy chairs for the classrooms.

Staff attrition was lower this year. CM pointed out that one primary lead guide, one lower elementary lead guide, three supporting educators, our school counselor, our school nurse, and one cross-categorical guide found new employment.

Yesterday evening, the heads of school hosted another of the monthly information sessions. CM related that student services completed their Procedural Compliance Self Assessment, and administration has compiled data and information for the Office of Civil Rights CRDC, for the Department of Public Instruction, and for the school nutrition program.

Discussion and Action Items: MD spoke a bit about the Bridging Ceremony. She observed that our community liked being together. She also announced that the IMAP Governance Council is not meeting for this summer. She reviewed Governance Council updates on learner recruitment flyers and the continuing Capital Campaign.

MD shared information about the new diaper service contracted for the Nido learners. This is an accessible and cost effective service.

CM shared space usage and remodeling occurring on the first floor.

N R-G provided the board with an admissions update. She explained that IMA, Inc has a waitlist at each program level. Out of the 27 learners enrolled this year, 24 are returning. During the upcoming school year, four of the babies in the Nido will be staff babies. After receiving an exemption for the number of learners that can work in the Young Children's Community, four more spaces are open for enrollment. The IMAP charter portion of the school has a waitlist at most levels. There has been an increase in learner retention. N R-G pointed out that while only 81 % of learners were retained in the first year, there was a retention of 93 % in the fourth year.

The January pupil count was 206 IMAP learners. There are 237 learners projected for next year. N R-G reported that the whole school learner count is up to 272 currently. It should be up by 30 for next school year. BW shared the positive news about IMA's acceptance into the Partner Up Program.

BW presented the 2021-2022 budget updates. The school has experienced an enrollment rebound since 2020 when the pandemic caused a radical school closing and major disenrollment. During this last school year, the school had to pay outside vendors for student service therapists, cross categorical guides, paraprofessionals, a school nurse, and a school psychologist. The school was charged with enormous hourly fees by Maxim and CESAs. In an effort to decrease expenses, the administration has actively recruited therapists, a nurse, and a school psychologist. The school's increased enrollment will increase revenue when we address the profit and loss statements. BW pointed out that the budget projections include funding from the ESSERS III grant. Looking at the school's 990 tax form, there is an improved net fund balance from the previous school year.

BW gave the board an update on the land purchase. He explained that we need city, airport, and UDC approval. The offer for the land is full of contingencies. We are working with an attorney who is working with the developer's attorney.

MD talked with the board about the changes in the architect of record for the building expansion. It is likely that the new construction will be delayed by another year due to supply chain interruptions. The school will continue to work on a loan and raising funds. MD shared the connections already made for fundraising. She also explained that the Office of Educational Opportunity had worked with a school choice organization to come to IMAP and make a promotional video. This video could be combined with a campaign letter to ask for contributions.

Prepared Adults: MD reviewed the current status of educators in training. Our ABAR training is ongoing. RD completed her AMI-elementary training in May. AM is completing her AMI primary training in June. YA is finishing her IB World Language training and working on her AMI adolescent training at this time. RR, a cross-categorical guide, is enrolled in the MINT, Montessori Core Principles course this summer. All of these educators have been 100 % sponsored by IMAP.

IMAP hired Phyllis Pottish-Lewis to conduct an elementary consultation for one of the upper elementary classes. MD described the process to the board. She also explained that the school purchased Phyllis's book to read and reflect upon as a whole school this next school year.

MD completed a full inventory with photographs for all of the elementary prepared environments.

Kara Oehler gave birth to a baby girl.

MD reviewed the school's hiring needs. We hope to hire a school psychologist for more than 8 hours per week. We have offered a full-time, SLP position to a candidate. We are advertising for one or two more cross-categorical guides, a human resource assistant, an administrative assistant,, an outdoor educator, a lower elementary lead Montessori guide, one or two, primary lead Montessori guides, several supporting educators, a school nurse, a school guidance counselor, and a bilingual resource teacher.

Immediate Needs/ Action Steps: Md reviewed action steps for funding connections for the building expansion, the capital campaign contacts, the marketing contact, and the board's input on creating an application for the educator in residence program. We need some clarifying questions.

Next meeting: We discussed the meeting dates for the next school year. The board meetings will all be scheduled for 9:30 am. The next meeting is on Thursday, August 25, 2022. The following quarterly meeting will be on December 16, 2022 with a meeting in March and in June of 2023.

TV asked the heads of school what they need. MD and CM each gave a short response. MD asked the board what they need and if heads of school could improve communication and the use of their time. JW said that the communication from school and the meeting times are great. She appreciates the planning and our implementation. MD said that we will send feedback received after publishing the quarterly report.

Adjourn: TV moved to adjourn the meeting at 10:46 am. JW seconded the motion and we ended the meeting.

Meeting minutes submitted by Carrie Marlette on June 17, 2022.