



**Washington Montessori  
Public Charter School**  
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**Approved**

**October Minutes**

October 19th, 2023, 7:00 p.m.

**Mission Statement:** *Our mission is to inspire academic excellence; to nurture curiosity, creativity, and imagination; and to do so within an environment rich with warmth, kindness, and respect.*

Board of Trustee Members (Voting)	Board of Trustee Ex-Officio Members (Non-Voting)
X Jamie Midgette, Chair X Lisa Lawless, Secretary X Joseph Knox, Member X Sara Watson, Member Valerie Kines, Member	X Austin Andrews, Acting Director of Education and Academics X Rick Yakubowski, Director of Finance and Operations X Amber Miller, Faculty Representative Paul Synder, MPTO Representative

Acronyms Used: Board of Trustees (BoT), Head of School (HoS), Montessori Parent Teacher Organization (MPTO)

**OPEN SESSION**

ITEM	RESPONSIBILITY AND BASIS	REFERENCE OR ATTACHMENTS
<b>Call to Order 7:02 pm</b>	Jamie called the meeting to order at 7:02 p.m. Members were present and represented by the "X" mark above. Joseph Knox read the Mission Statement.	Member sign-in sheet
<b>Agenda</b>	Agenda reviewed  Add BoT Election and Committee Add Parental Leave Opt-in Add Parent Handbook edit reviews  <b>MOTION: Lisa Lawless made a motion to accept the agenda as amended. Sara Watson 2nd. All in Favor. Motion carried.</b>	
<b>Privilege of the Floor</b>	Privilege of the floor: None	See Public Comments
<b>Action Items</b>	Approval of 09-21-23 Minutes reviewed.  <b>MOTION: Lisa Lawless made a motion to accept the 09-21-23 minutes with amendments. Joseph Knox 2nd. All in favor and the Motion carried.</b>	

<p><b>New Business/ Next Agenda/Discussion</b></p>	<p><b>SGA: No reports</b></p> <p><b>Faculty Report by Amber Miller</b></p> <ul style="list-style-type: none"> <li>● Second Great Lesson was presented <ul style="list-style-type: none"> <li>○ Timeline of life</li> <li>○ Clock in timeline</li> <li>○ Grew bacteria and tested areas in the school</li> </ul> </li> <li>● Lesson in Multiplication</li> <li>● Field trip to Pow Wow in Ahoskie, NC</li> <li>● Students are settling and really getting into work lesson</li> <li>● Would like to see if there was staff paid leave for observing at other schools.</li> </ul> <p><b>MPTO Report by Paula Snyder</b></p> <ul style="list-style-type: none"> <li>● See attached report</li> </ul> <p><b>Children’s House Report: JoDee Anderson</b></p> <ul style="list-style-type: none"> <li>● The majority of the children are normalizing. Routines are becoming more internalized. Children are becoming more comfortable.</li> <li>● CH had a group field trip to Hope Farms on Oct. 6th. This farm is great and has a petting zoo, an animal tractor ride, a playground, a craft opportunity, and of course pumpkins. They hire adults with special needs to do many tasks on the farm. They are a huge supporter of education and do a great job.</li> <li>● The Community Meeting was on Oct. 15th. For parent education, the Planes of Development were discussed. Thanks to Carrie Braswell for representing the level well in explaining the first plane.</li> <li>● Lt. Hamilton and Firefighter Woodman came to visit the level and teach us about fire safety. The children were thrilled to have the opportunity to learn from real firefighters. Tomorrow, Lt. Hamilton will be bringing the “Ladder Truck” and teaching the students about the equipment.</li> <li>● Hartley Davis ( a student in our CH) giving back to the community was featured in a recent newspaper article, WNCT station report, and social media on her giving project to BC Animal Shelter. She chose to ask for animal shelter gifts instead of personal gifts for herself in order to give to the community.</li> <li>● Children House is doing professional development training once a month at their level- Learning of acknowledgment</li> <li>● Discussed low numbers of attendance for Community meetings- We had 2-3 families.</li> </ul>	<p>See Report</p>
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Also, had a home game and taco night fundraiser to try and increase attendance.

### **Elementary Report: Kathy Carico**

- Elementary Students received the Second Great Lesson, which included an introduction to the long black strip. The long black strip is a visual representation of the age of Earth and when humans became a part of it. The Lower Elementary teachers joked that it is the most difficult lesson of the year because they have to roll all 100 feet of it back up! The original long black strip used by Maria Montessori was 3 football fields long. It was said that it was difficult to see the beginning or the end of the strip while winding it through the streets of India.
- We are overjoyed that the business of the beginning of the year is winding down. MAPS and SPIRE Assessments are all complete. 76% of students in 1st through 6th grade are proficient in Math and 79% are in reading, according to MAPS. Last year 81% of students were proficient in math and 85% in reading during the Fall testing term. There are 26 students in SPIRE, down from 27 last year, and 13 students in a new Reading Comprehension SPIRE group created for 3rd graders. We are starting to administer MEFS which assesses a student's executive functioning skills.
- We are excited to have parents volunteering to read with students in Lower Elementary. It is a great opportunity to build relationships with families and for families to get volunteer hours. We also have a BCC Work Study student coming to help in LE and UE classrooms each week. She is a graduate of our school and the teachers have expressed how flawlessly she molded into the classroom environment.
- The staff in Upper Elementary are continuing the "You Can Teach It All" training.
- At the beginning of next month, six-grade families will have the option to opt-in to the Say Something Anonymous Reporting System training. This is an initiative created after the tragedy at Sandy Hook Elementary to proactively identify students in crisis.
- The 5th years are looking forward to their field trip to Goose Creek Environmental Day at the beginning of November.
- Throughout the next month students in LE will be collecting nonperishable goods for Eagles Wings. Upper Elementary will begin working

on their themed baskets, which they will raffle off at the Holiday concert, and they will be working on other service projects.

- The End of Grade tests for 4th, 5th, 7th and 8th in Reading and Math will be replaced by NCPAT Assessment this year. This is a multistage adaptive redesigned EoG assessment. Grades 3 and 6 will be added next year. More information will follow.
- Discussed the difference between the NCPAT and EOG test- Joseph Knox would like more information at the next meeting

#### **Secondary Report: Amanda Holton**

- Tenth-grade students took the PreACT on Tuesday providing them with some insight into the demands of next year's ACT.
- Students are working to prepare end-of-quarter projects for final submission next week as the first nine weeks end next Friday, October 27, 2023.

#### **Secondary Going Out Experiences:**

- Middle and High School are preparing for unity trips over the next two weeks. Middle School is traveling to Camp Kirkwood in Watha, NC (Pender County) next week and the High School will be visiting The Refuge in Ayden on November 2nd and 3rd. Both levels will participate in team building activities and students choosing not to attend will participate in activities here at school.
- Mrs. Laughlin's high school communication arts/ photography class is going to view 'Through the Lens of a Soldier' (by Ellen Brabo) at The Arts of the Pamlico.
- Upcoming trips--Spring Mrs. Doubtfire at DPAC; Saturday Field Trip to Academic Day/ Open House at the ECU School of Art and Design on November 4th.

#### **Secondary Entrepreneurship Opportunities:**

- Students continue to learn from their experiences in developing business plans, planning events, and making decisions as they plan events; sometimes learning that they are not prepared and therefore must postpone or scale back events if they have not planned effectively. By Friday the seniors will make decisions about the Fall Festival--they are

having difficulty recruiting enough student volunteers to move forward with the event. Businesses and Club participation continue to support Superintendent Truitt's Portrait of a Graduate by fostering our students' ability to adapt, collaborate, communicate, think critically, show empathy, learn, and take personal responsibility.

- Middle school Taco Night was successful and students served about 100 plates and made \$450 profit towards field trips.

**Secondary Experiences hosted on Campus:**

- Amanda Avery our Beaufort Community College Liason was here on October 16 to meet with students as juniors and seniors plan for spring courses.
- College Foundation of NC Regional Coordinator Amy Denton was on campus at the beginning of the month to discuss FAFSA with parents and students.
- Sara Watson Director of Customized Training and Apprenticeships at BCCC was on campus and provided all students with information about courses and certificate/licensing programs available at BCCC.

**Director Report: Austin Andrews**

- Enrollment applications are open, already have 15 kindergarten applications

**Ongoing Curriculum Development:**

- SPIRE groups progress monitored
- Child Study meetings
- Adolescent Study meetings
- Weekly MTSS meetings
- Weekly Mental Health Advisory Meeting

**Professional Development/Opportunities:**

- American Montessori Society
- Monthly Beginning Teacher Meeting
- New Employee Program

**Exceptional Children's Program:**

- 67 students receiving services 8 new students
- 3 initial referrals in process

**Administrative Operations:**

- Billboard - Final Design done-working on installation

- Marketing- Digital Ad is live-see folder with Ads
- Admission-Monthly Parent tours have started

**Technology:**

- Power School Gradebook and Schoology integration-still in progress
- Security Camera overview
- Evaluated Wifi connection in high school & repaired one wifi connections points

**Website:**

- Continued Maintenance.

**Reports/Grants Submitted:**

- County Billing-September
- NCDPI-Common Follow-Up System Collection
- NCDPI-PMR 1
- NCDPI-Advanced Mathematics Course Enrollment

**Finance and Personnel: Rick Yakubowski**

- Budget report - July-September
- DPI Funding Update
- NC Safe Schools - Funding Application
- MOU BCDHHS - WMPCS - Foster Care Transportation

1. State Fund Allotment Update- NCDPI

DPI began to reverse the preliminary allotments, validate balances, and possess initial allotments in the cash management system this week. They will update the allotment summary and provide the per-pupil rate for Charter Schools. The first-month adjustment for Charter Schools will take place in early November, as is normally scheduled.

2. Local School District Invoicing:

All counties have been billed, first bill but we have not received initial payments. Current enrollment is 413.

3. Facility Repairs-Emergent:

- Septic system pump replacement \$11,

	<p>750-Joseph Knox questioned if the previous work that was done was not successful, which is why we had to replace the pump again. Questioned if the work was under warranty. Rick responded that he would be following on warranty, but believed that the growth of the school did not support the existing system.</p> <ul style="list-style-type: none"> <li>● HVAC Compressor replacement Bldg4 \$7,590</li> <li>● Compressor failed in Children's House- duct system in LE that is no longer being used will be moved into the Kitchen and purchase a new unit for the classroom. Total quote is \$10,800.</li> </ul> <p>4. NC Safe School Funding:</p> <p>NC Safe School has been allocated \$35,000,000 in the state budget and that funding will be available once the Office of State Budget certifies the budget. Funding applications will be placed in CCIP once applications are open.</p> <p>Joseph Knox asked if we RAVE Mobile safety app that is available for the state. Admin will look into resources.</p> <p>Discussed making all the buildings open by the same entry card, instead of keys on Bldg 5 &amp; 6. This may be an option for funds with the NC Safe School Funding.</p> <p>Looking to be included in the NCDPI IEP pilot program. EC Funding.</p> <p>Amber Miller questioned has update on the Staff Salary Scale. Rick replied that he was trying to get a salary to work with our school budget. The goal of this school year is to get the salary scale to fit the budget. At this point it does not fit in our physical resources.</p>	
Other Business/Motions	<p>Discussed Paid Parental Leave Opt In</p> <ul style="list-style-type: none"> <li>● For Teachers and Administrative personnel</li> <li>● School would be responsible for paying staff salary and will get reimbursement for substitute pay for teachers only</li> <li>● Will have to build in expense line for extra funds needed for parental leave opt in</li> </ul>	See attached Draft Procedures

	<p><b>MOTION: At 8:16 pm Joseph Knox made a motion to approve the Parental Leave Opt-in. Sara Watson 2nd. All in favor. Motion carried.</b></p> <p><b>MOTION: 8:17 pm Lisa Lawless made a motion to nominate Valerie Kines as Board treasurer. Sarah Watson 2nd. All in favor. Motion carried.</b></p> <p>Announced that Valerie Kines and Joseph Knox will work on the Finance Committee with Rick Yakubowski for Charter Renewal</p> <p>Announced that Jamie Midgette and Sara Watson will work with the Governance Committee with Austin Andrews for Charter Renewal.</p> <p>Jamie Midgette stated that all committees must meet in open secession with an agenda. Must give 7-day notice before the meeting.</p>	
<b>Closed Session</b>	<p><b>MOTION: At 8:20 p.m. Lisa Lawless made a motion to enter a closed session pursuant to NCGS 143-318.11 (a). Joseph Knox 2nd. All in favor. Motion carried.</b></p>	Student Personnel
<b>Return to Open Session and Adjournment</b>	<p><b>MOTION: At 9:46 p.m. Sara Watson made a motion to enter the Open Session. Joseph Knox 2nd. All in favor. Motion carried.</b></p> <p>No Actions to report.</p> <p><b>MOTION: At 9:46 p.m. Sara Watson moved to adjourn. Joseph Knox 2nd. All in favor. Motion carried.</b></p> <p>No Community members were present.</p>	

Community Members at the Meeting: See Sign-in

1. Kathy Carico
2. JoDee Anderson
3. Katie Oliver
4. Amber Miller
5. Donna Johnson
6. Jennifer Cornelius