

# Magellan Charter School

## Board Meeting

May 13, 2021

6:30 pm

*Board members in attendance:* Tate Bombard, Jay Bowman, Mary Griffin (non-voting), Jessica Oehlich, Deirdre O'Malley, Mike Lotterhos, Ali Pulley, Mallory Underwood.

*Absent:* Marcia Davis

*Visitors:* Gina Riggins, Sheri Regan, Natalie McCurdy, Jodie Hepp

The meeting was called to order by M. Underwood at 6:34 pm. No conflicts of interest relating to the agenda were declared.

### *MaP Update by N. McCurdy @ 6:35 pm*

- Announced the new executive board for the 2021-2022 school year: Jodie Hepp (President), Jenn Hare (VP Fundraising), Katie Lennon (VP of Fundraising), Scott Lyman (Treasurer), Ginger Jenkins (Assistant Treasurer) and Kristi Woodard (Secretary).
- Upcoming events:
  - Summer painting in mid-June
  - Honor roll breakfast sponsored by McDonalds
  - School supply boxes new fundraiser and provides convenience for families
  - It's Up to Us donation check will be presented to school at the end of June.
- Natalie McCurdy introduced Jodi Hepp as the incoming President of MaP.
- The board expressed gratitude for Natalie McCurdy's two years of service as MaP President.

### *Monthly Financial Update by G. Riggins @ 6:47 pm*

- Reviewed April financials.
  - Total revenue over by \$75K due to an increase in local allotment, unanticipated increase in funds received from COVID grants, strong annual fund participation, state tax refund
  - Personnel under-budget by \$58K due to timing. Expect to end up \$20K over-budget
  - Facilities - \$12K under-budget
  - Miscellaneous - \$61K under-budget

- Anticipate a \$60K surplus at the end of the year
- Discuss proposed affirmation for federal grant authority
  - Magellan will receive federal funds through five grants made available to schools due to the pandemic. The school needs to authorize two school representatives to oversee these funds.
  - A. Pulley moved to affirm that Mary C Griffin, Administrator, and Gina B Riggins, Controller, are authorized to apply for and otherwise act as the authorized representatives for Magellan Charter School for the following federal grants: ESSER I CARES Act PRC164: Supplemental Funding for Charters, ESSER I CARES Act PRC 165: Digital Curriculum, Governor’s Emergency Education Relief (“GEER”) PRC 169: Student Health Support, GEER PRC 170: Supplemental Instructional Services, CRRSA-ESSER II PRC 172: Supplemental Funding for Charters, IDEA VI-B: Exceptional Children for 2021-22, Future CRSSA-ESSER III PRC 182: Supplemental Funding for Charters. T. Bombard seconded, and the motion passed unanimously.

*Booster Update by M. Lotterhos @ 7:04 pm*

- No update

*School Updates by M. Griffin @ 7:04 pm*

- Remote Learning Option for 2021/22
  - Charter schools, under the current legislation, do not need to offer a remote option. Teachers were surveyed and they overwhelmingly agree that they would prefer to teach in person only. Proposed a five-day per week schedule.
- Discuss/Approve Increasing Hours for EC and Guidance
  - M. Griffin recommended an increase in all three EC teachers from 32-hours to 40-hours per week. All grade levels require additional support
  - M. Griffin recommended an increase in the elementary guidance counselor to full-time to 24 - 32 hours to meet the increased needs of students in the lower grades due to social isolation, change in social dynamics, and increased mental health concerns.
  - The total increases in hours for EC and Guidance can be covered by a 3-year grant we will be receiving.
  - A. Pulley moved to approve an increase in the two EC positions from 32-hours to 40-hours per week. J. Oehlrich seconded, and the motion passed unanimously. T. Bombard moved to increase the elementary

guidance counselor position from 24-hours to 32-hours per week. M. Lotterhos seconded, and the motion passed unanimously.

- Ann Payne will assume the role of EC coordinator.
- Read to Achieve Progress 202/21 and Summer Reading Camp
  - Read to Achieve legislation was enacted to ensure 3rd graders are reading at grade level before they leave 3rd grade. Those students who do not meet the benchmark will move on to 4th and have a designation of not proficient.
  - The state requires schools to offer a summer reading camp, consisting of 72 hours of reading instruction, for students who do not meet the benchmark. Enrollment is optional. Julie Robertson and Cindy Potter will teach the reading camp this summer.
- Mental Health Plan/Potential to Partner with Alliance Health
  - Recent legislation requires all schools to submit a mental health plan and partner with an outside mental health agency to support the school in a crisis. The plan is being developed by the school counselors and we will partner with Alliance Health. Board approval is required by July 1.
- Graduation Plans
  - June 2 and 3: Graduation ceremonies will take place in person in four small groups: two groups on 6/2, and two groups on 6/3. An outdoor reception will follow the ceremonies.
  - June 1: Clap Out
  - June 3: Carnival Day

*Board Recruitment by A. Pulley @ 7:32 pm*

- Larry Cook and Sean Witty will be invited to the May 25 board meeting. Any board members who wish to meet these board candidates individually should do so in advance.

*Capital Campaign by J. Oehlich @ 7:41 pm*

- To date, the campaign has received nearly \$64,000 in gifts, pledges, and corporate matches toward our goal of \$120,000. The deadline will be extended to May 24 to encourage families to continue to contribute. Funds raised during this campaign are earmarked to replace the 19 HVAC units in the building. With the support of families, three classroom units were replaced this spring and a fourth is scheduled to be replaced in June.

*Closed Session @ 7:48 pm*

- On proper motion by M. Underwood and seconded by D. O'Malley, the board unanimously approved to enter Closed Session to discuss a personnel matter and the acquisition of real property.
- On proper motion by M. Underwood and seconded by M. Lotterhos, the board unanimously approved to leave Closed Session.

Action Items & Reminders:

- The board will send a letter to the community expressing gratitude for Mary and her contributions to the school.
- Board members are encouraged to attend the school celebrations during the Week of Maryment, celebrating Mary Griffin's birthday and retirement.
- Former and current board members and their spouses are invited to join a board reception honoring Mary on May 25 from 6:00 - 7:00 pm in the gym.
- The next board meeting will be held on Tuesday, May 25, 2021 at 7:00 pm.
- Incoming 3rd grade families will be meeting May 25 from 5-6pm for Popsicles on the Playground. Board members are encouraged to come to the school early and introduce themselves to new families.

A. Pulley moved to adjourn, and J. Oehlich seconded. Meeting adjourned at 8:10 pm.