

# Magellan Charter School

## Board Meeting

### October 20, 2021

### 6:30 pm

*Board members in attendance:* Tate Bombard, Jessica O'Donovan (non-voting), Jessica Oehlrich, Deirdre O'Malley, Mike Lotterhos, Ali Pulley, Mallory Underwood, Sean Witty.  
*Absent:* Larry Cook

*Visitors:* Melissa Goto, Sheri Regan, Gina Riggins

The meeting was called to order by M. Underwood at 6:32 pm. No conflicts of interest relating to the agenda were declared.

#### *MaP Update @ 6:35 pm*

- Families have contributed \$67,810 to the Its Up to Us annual giving campaign. The board expressed gratitude for the generosity of the Magellan community and the excellent work by the Vice Presidents of Fundraising.
- MaP is working with the communication specialist to streamline its social media accounts and brainstorm creative ways to highlight and encourage parent volunteerism.
- Fall spirit wear will be sold directly through the Progressive Graphics website rather than Charter Pay. MaP is revisiting how they will sell spirit wear next year.
- Seeking a cultural arts co-coordinator and a booster treasurer. Send recommendations to Jodi Hepp.
- Online family directory will be posted to the website and password protected.
- Important dates - Picture Day is Nov 2, School Picnic moved to Nov 3, Book Fair scheduled for Feb 14-19.

#### *Booster Update by L. Cook @ 6:44 pm*

- No update

#### *Staff Update by M. Goto @ 6:44 pm*

- Staff appreciated the treats before fall break and the massages on the teacher workday. Enjoy seeing the board present at school and in the classroom.
- A staff member asked if the board is considering using some of the COVID funds to give retention bonuses to teachers like some area schools.

- G. Riggins explained the Magellan annual bonus is typically \$500. The last few years we were able to give more.
- Most of the COVID funds Magellan receives are tied to specific student services. Area schools may have access to COVID funds that MCS does not. Admin and Finance are monitoring all the COVID-relief monies that are available, and will keep their ear to the ground for additional funds that are accessible to us.

*Financial Update by G. Riggins @ 6:55 pm*

- There has been no movement on the state budget. Continuing to operate under Continuing Resolution so we should not be in a cash flow deficit.
- Reviewed the September budget results.

*School Update by J. O'Donovan @ 7:10 pm*

- Staffing: Looking ahead to next year, a full-time, 5-days per week office staff member and counselor will be needed for continuity in coverage to meet student needs.
- Parent-Teacher Conferences: Typically, a mid-year conference is scheduled for third grade families only. All other grades set up conferences as needed. Staff explored the possibility of offering a mid-year conference opportunity for all students grades 3-8 based on parent feedback. Teachers are sending out an interest survey to identify the number of families that would participate in conferences so they can plan accordingly. Proposed adding a fully remote, asynchronous learning day to free up teachers to hold conferences (Jan 19). A pre-conference questionnaire soliciting specific parent questions will be sent so teachers are prepared with relevant data and information.
- 8th Grade Leadership Team: Planning a spirit week connected to the core value of Respect. The week's events will culminate in a student-led assembly on November 12. This will be a live google meet and will include student music performances, two peer-nominated student speakers, followed by a celebration.
- Parent Workshop: Dr. Emily King conducted a workshop during the teacher workday focused on supporting neurodivergent learners. The message included how teachers need to focus on social emotional wellness in addition to academics for all students. Families will be invited to attend a virtual parent workshop "Supporting the Social Emotional Wellness of Kids and Families Beyond COVID" with Dr. King in November. Date TBD. Funded by MaP.

*Recommendation to Hire PT Data Manager/PT Recess Coordinator by J. O'Donovan @ 7:40 pm*

- Recommended the part-time Data Manager and part-time recess coordinator positions be combined into one full time position for the remainder of the 2021-2022 school year. The recommended candidate for this position will train to assume the Office Manager position in 2022-2023.
- Presented Bethany Hicks as the recommended candidate for combined Data Manager/Recess Coordinator position for the remainder of the 2021-2022 school year.
- T. Bombard moved to hire Bethany Hicks for the full time Data Manager/Recess Coordinator position. M. Lotterhos seconded, and the motion passed unanimously.

*Approve Face Mask Policy (per senate bill 654) by J. O'Donovan @ 7:55 pm*

- Staff recommended that students who wish to congregate outdoors with their classmates and talk in close proximity (3 feet or less) reapply their masks during that time.
- The amended Magellan masking policy now states, "All students, staff, and visitors will be required to wear masks while in the building. Students may remove their mask for eating and outdoor activities including recess. However, if students would like to congregate outdoors with their classmates and talk in close proximity (3 feet or less), they will be asked to re-apply their masks during this time."
- M. Lotterhos moved to approve the updated masking policy. S. Witty seconded, and the motion was approved unanimously.

*Discuss New Family Welcome Calls @ 8:10 pm*

- Postponed until next meeting

*Governance Committee Update by J. Oehlrich @ 8:15 pm*

- Discussed the board recruiting priorities - seeking practicing attorney with board governance experience, dedicated MaP representative, elementary/middle level educator
- Planning for board officer transitions in December/January so there is overlap before long-serving board members roll off in June.
- Committee chairs were asked to continue to fill in their success indicators on the dashboard spreadsheet.

*Closed Session @ 8:45 pm*

- On proper motion by M. Underwood and seconded by J. Oehrich, 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 J. Oehrich, the board unanimously approved to leave Closed Session.

Next board meeting is scheduled for November 16, 2021 at 6:30 pm.

J. Oehrich moved to adjourn, and S. Witty seconded. Meeting adjourned at 10:02 pm.