

Magellan Charter School

Board Meeting

August 23, 2021

6:30 pm

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

Visitors: Jodi Hepp, Sheri Regan, Gina Riggins

The meeting was called to order by M. Underwood at 6:31 pm. No conflicts of interest relating to the agenda were declared.

Approve Minutes by J. Oehlich @ 6:31 pm

- M. Lotterhos moved to approve the 7.13.2021 and 7.29.2021 meeting minutes. D. O'Malley seconded, and the motion passed unanimously.

MaP Update by J. Hepp @ 6:32 pm

- Back to School picnic scheduled for September 29, 2021 from 6-8 pm. Families are invited to bring their own dinner and camp chairs. Dessert food trucks will be on site selling treats.
- It's Up to Us Annual Campaign will run from Sept 13 - Oct 8 with a goal to raise \$70,000.
- Jason Woodard will be put forward as the nominee for MaP Assistant Treasurer.

Booster Update by L. Harp @ 7:05 pm

- Fall sports tryouts have concluded and seasons are underway for Cross Country, Boys Soccer, Girls Volleyball and Girls Soccer. Athletes are masked indoors.
- Athletic fees will be increased this year. The last fee increase was in 2013.
- The Booster Club asked the board to reconsider hiring athletic trainers for home matches. MCS is the only school in the conference that does not provide on-site trainers at athletic events. The estimated cost for hiring trainers to attend boys and girls soccer matches, boys and girls basketball games, girls volleyball matches, and co-ed cross country meets would be \$2800 - \$3700 per year, depending on the number of postseason games. This rate is based on \$35/hour per trainer.

- G. Riggins recommended the board consider a cost share agreement to pay for athletic trainers since the boosters funded an intramural sports program in 2021-2022 school year due to COVID.
- The Booster Club is evaluating its revenues; once analysis is complete, they will work with the school to investigate cost sharing.

Staff Update by M. Goto @ 7:02 pm

- Many staff members expressed appreciation for the new positions that were created and hired this year - instructional assistants, arts integration specialist, and communications specialist.
- The challenges that began at the end of the 2019 school year have carried into this year. The main stressors are constant changes due to COVID, hybrid teaching, and adjusting to new leadership.

Financial Update by G. Riggins @ 7:42 pm

- Reviewed July budget results.
- Operating under a continuing resolution until the legislature passes a budget.
- Did not receive any county funds in the month of July.
- Revenue shows one month of draw down from the state.
- Expenses are typical for this time of the year. Spent just under \$1500 more than we took in. Key balance sheet indicators show cash balances and reserves.

School Update by J. O'Donovan @ 7:49 pm

- After School Programs - homework huddle, chess club, YMCA aftercare, and fall sports program are up and running.
- Lunch -
 - Currently three of four classes per grade level eat lunch outside, and one class eats in the classroom. A tent and picnic tables have been ordered and will be set up on the adjacent land so all classes can eat outside.
 - Parent volunteers are critical for smooth and enjoyable lunch and recess periods. There is a shortage of parent volunteers during this unstructured time. Discussed ideas to fill open slots.
- Curriculum -
 - Thirty 8th-graders are participating in the NCVPS language program.
 - Launching an 8th grade leadership team. Team members will meet once a month with Mrs. Biddell for leadership training, and serve on one of three sub-committees:
 - Advisory - facilitated by S. Regan and J. O'Donovan to revamp buddy program which will now be based on shared text;

- Communication - facilitated by K. Capps to help students prepare their 8th grade speeches;
 - Arts and Innovation - facilitated by Nicole Ahn to design artwork around the building
 - Instructional Assistants have been tremendously helpful.
- Open House - shifted to virtual meetings, except for 3rd grade. There will be one landing page for all grade level google meets.
- Staff Development - individual goal setting conferences with teachers are scheduled for September.
- Staff Meetings - The staff meeting schedule will be shared with the board. Board members will sign up to attend at least one staff meeting.
- Field Trips - Overnight field trips are on hold. Day trips are allowed and focused on outdoor venues.
- Communication -
 - Calendar is being updated with timely information of all school events.
 - K. Capps is organizing the Magellan Minute and coordinating with the staff. Redefining the Magellan Minute as a weekly publication with timely information only. Creating a new, monthly publication called the Expedition that focuses on special interest pieces.

Board Planning Discussion by M. Underwood @ 8:07 pm

- Committee Structure - To effectively utilize the board committee structure, each board member will serve on at least one committee (Academic Excellence, Governance, Strategic Planning, Finance). Committees will set a regular meeting schedule and provide a report at full board meetings to ensure meeting efficiency and effectiveness.
- Success Indicator Dashboard - S. Witty recommended the board compile a list of key indicators that represent the priority goals of the board. This internal document would provide continuity and a framework for a revolving board. Indicators would be determined and supplied by the committees.
- ACTION ITEM: Each committee is tasked to review its charter, assess its responsibilities, and determine additional expertise and manpower needed to complete assigned tasks. Recommend 2-4 success indicators to include on the dashboard.

Land Update by M. Lotterhos @ 8:48 pm

- Discussed adding conditions to our rezoning application that might help make the project more palatable to the Rezoning Committee. A proposal was put together by McAdams and will be reviewed by the working group.

Discuss Welcome Calls @ 8:54 pm

- Board agreed to make calls to new families. J. Oehrich will send out contact information and talking points to board members.

Next board meeting is scheduled for Wednesday, September 22, 2021 at 6:30 pm.

J. Oehrich moved to adjourn, and D. O'Malley seconded. Meeting adjourned at 9:15 pm.