

Magellan Charter School

Board Meeting

December 9, 2021

6:30 pm

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

Visitors: Melissa Goto, Sheri Regan, Gina Riggins

The meeting was called to order by M. Underwood at 6:33 pm. No conflicts of interest relating to the agenda were declared.

Closed Session @ 6:33 pm

- On proper motion by M. Underwood and seconded by M. Lotterhos, the board unanimously approved to enter Closed Session pursuant to G.S. 143-318.11(a)(3) to consult with our attorney and to preserve the attorney-client privilege.
- On proper motion by M. Underwood and seconded by M. Lotterhos, the board unanimously approved to leave Closed Session.

MaP Update @ 7:32 pm

- Families have contributed \$82,899.41 to the Its Up to Us annual giving campaign.
- For the 8th year, Magellan is partnering with StepUp Ministry for a holiday community service project. MCS families are supporting kids in the StepUp Ministries children's program by donating 300 kits that include a reusable mask, hand sanitizer, and \$10 gift card. Each grade level is donating 50 kits.
- "Did you know?" Campaign in the works to highlight volunteer contributions. It will include a Tuesday folder flyer, MaP facebook posts and carpool sign campaign.
- Important dates - Staff Cookie Exchange - Dec 16, School Tours - Jan 24 & Feb 3, Book Fair scheduled Feb 14-19, 'Cue and Do - April 29

Booster Update by L. Cook @ 7:39 pm

- Provided brief recap on status of hiring sports trainers to attend home Athletics events. The organization we are looking to hire is currently low on trainers but should be able to support us in the spring.

Staff Update by M. Goto @ 7:41 pm

- Several staff members asked when mid-year interviews with the board will be scheduled and which state bonuses they might receive.

Financial Update by G. Riggins @ 7:42 pm

- Magellan is awaiting allotment information from DPI based on the recently adopted state budget.
- Magellan teacher salary schedules are based on the WCPSS salary schedules. WCPSS recently passed its budget and salary schedule, though it will take time for information and funds to trickle down to charter schools.
- Magellan staff are eligible for two state bonuses:
 - \$300 bonus to teachers and certified instructional support personnel
 - \$1,000 for all full-time employees (prorated for part-time employees) plus \$500 for employees making less than \$75,000
- Financial audit report completed in November and filed with DPI. Magellan received an unqualified opinion.
- Reviewed November budget results
 - Employer portion of the employee state healthcare cost will increase to \$110/employee/month for the remainder of the year. The school will incur an additional \$20,000 in unanticipated costs.

School Update by J. O'Donovan @ 8:00 pm

- Prospective Family Information Sessions:
 - Scheduled for Jan 24 and Feb 3 from 5:00 PM - 8:00 PM. There will be 2 sessions per hour (30 min presentation followed by a 30 min tour). Tours will be given by staff, parent volunteers and student leadership team members
 - Sessions are being designed by a Planning Committee composed of 10 teachers, 3 students, MaP President, 2 Instructional Assistants.
 - The Communication Leadership Team is creating a “Day in the Life of an MCS Student” video for those parents unable to attend the live tours.
- 2022-2023 School Calendar:
 - The board discussed the proposed 2022-2023 school calendar.
 - S. Witty moved to approve the proposed 2022-2023 school calendar. A. Pulley approved, and the motion passed unanimously.

Approve Face Mask Policy (per senate bill 654) by J. O'Donovan @ 8:21 pm

- The board discussed the Magellan masking policy, which 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.”
- S. Witty moved to continue the masking policy as written. Deirdre O'Malley seconded, and the motion passed 7-1.

Discuss Mid-Year Staff Interviews @ 8:34 pm

- At the request of the staff, the board will offer mid-year interviews for those who want one and will follow the end-of-year interview format.
- J. Oehlich will distribute the board member/staff pairings. Board members will schedule interviews as soon as possible and complete by the end of January.

Discuss New Family Welcome Calls @ 8:47 pm

- The board welcomed all new families with a phone call. Parent feedback from the calls was overwhelmingly positive and appreciative.

Capital Campaign by L. Cook @ 8:56 pm

- Exploring plans to combine the capital campaign kickoff event with the MCS 25th Anniversary celebration. Considering a student pep rally and assembly on a Friday and capital campaign kickoff event followed by a school-wide carnival on a Saturday. Dates being considered are April 1-2 or March 18-19.
- Heaters for the outdoor lunch area are being considered for the focus project.

Governance Committee Update by J. Oehlich @ 9:03 pm

- Committees will flesh out their success indicators on the dashboard spreadsheet.

Approve Board Officers @ 9:09 pm

- Presented the following board members as officer nominees: Ali Pulley as Chair, Deirdre O'Malley as Vice Chair, Sean Witty as Treasurer, and Jessica Oehlich as Secretary.
- L. Cook moved to approve the slate of officers to serve through June 2022. M. Lotterhos seconded, and the motion passed unanimously.

A board communication to the school community will be drafted to announce new board members and officers in January of 2022.

The board is invited to attend the staff social on December 17th at Chow from 12:15 - 2:15pm.

Next board meeting is scheduled for January 25th at 6:30 pm.

D. O'Malley moved to adjourn, and S. Witty seconded. Meeting adjourned at 9:26 pm.