

# Magellan Charter School

## Board Meeting

January 25, 2022

6:00 pm

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

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

The meeting was called to order by A. Pulley at 6:02 pm. No conflicts of interest relating to the agenda were declared.

### *Closed Session @ 6:02 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 preserve the attorney-client privilege.
- On proper motion by J. Oehlich and seconded by M. Underwood, the board unanimously approved to leave Closed Session.

Ali recognized Mallory's years of service as board chair and remarked on her excellence as a communicator, inclusive leadership style, and ability to bring other's gifts to bear for the betterment of the school.

Ali congratulated Sheri on being promoted to Assistant Administrator.

### *Approve Minutes by J. Oehlich @ 7:04 pm*

- M. Underwood moved to approve the 11.16.2021, 12.9.2021, and 1.18.2022 meeting minutes. S. Witty seconded, and the motion passed unanimously.

### *MaP Update @ 7:05 pm*

- Monthly update of activities and initiatives.

### *Staff Update by M. Goto @ 7:14 pm*

- Staff expressed gratitude for mid-year interviews with the board.

### *Financial Update by G. Riggins @ 7:14 pm*

- Reviewed December financials.
- Finance Committee made the following recommendations:

- Raise teacher and guidance counselor salaries for FY22 based on the State authorized step increases for teachers, the Wake County supplement, and Magellan's salary formula with retroactive adjustment. The average Magellan teacher's raise is 2.3% (range from 1.5% to 4.86%) and the cost of the proposed raises is approximately \$37,000.
- Pay the three bonuses authorized by the state budget by January 31:
  - A bonus of \$300 for teachers and support personnel funded from the regular state allotment (cost of \$11,700);
  - A bonus of \$1000 for teachers and support personnel funded from the state COVID recovery funds (cost of \$30,400);
  - A bonus of up to \$1500 for all eligible personnel funded from federal ESSER funds (cost of \$60,975)
- Pay bonuses totaling \$3,500 for four employees who were excluded from eligibility by state definition
- Increase the substitute teacher rate to \$130 per day for certified staff and \$115 per day for non-certified staff to mirror WCPSS's substitute pay rate. Rate increase will take effect beginning with the January payroll.
- Proposed raises for administrative staff range from 2.0% to 6.5% with the largest increase coming from Instructional Assistants whose WCPSS benchmark increased from \$15 to \$17.25 per hour. The cost of the proposed administrative staff raises is \$20,700.
- S. Witty moved to approve raises and bonuses recommended by the Finance Committee along with retroactive adjustments, except for substitutes, to be paid with the February 10 payroll. D. O'Malley seconded, and the motion passed unanimously.
- Finance committee presented an amended budget.
- A. Pulley moved to approve the amended FY22 budget proposed by the Finance Committee. M. Underwood seconded, and the motion passed unanimously.

*School Update by J. O'Donovan @ 7:40 pm*

- *Prospective Family Information Sessions:*
  - The first Prospective Family Information Session took place earlier in the week and was a success. J. O'Donovan acknowledged the tremendous efforts by the team in redesigning the sessions and was thrilled that staff and student participation was high. She noted teachers worked hard to ensure student artifacts were on display in the hallways and in the iLab. S. Regan noted that students were excited to take part and are eager to participate in the next session.
  - The second session is scheduled for Feb 3 from 5:00 PM - 8:00 PM. Another session will be scheduled after the lottery for those who are offered a seat in the upcoming year.

- Safety Audits:
  - A WCPSS Security Administrator conducted a safety audit in preparation for the school-wide lockdown drill and recommended several improvements to the building. Recommendations are being implemented.
  - First lockdown drill of the year was conducted last week. In February, the school will have a joint drill with law enforcement.
- Happenings:
  - The board discussed student work displayed in the hall.

*Demographic Mirroring Plan by J. O'Donovan @ 8:53 pm*

- Reviewed a Demographics Mirroring Plan required by DPI. This is a new requirement designed to ensure charter schools take intentional steps to mirror the local district they represent.

*Approve Face Mask Policy (per senate bill 654) by J. O'Donovan @ 9:01pm*

- A. Pulley moved to continue the masking policy as written. S. Witty seconded, and the motion was unanimously approved.

*Capital Campaign by A. Pulley @ 9:04 pm*

- A new flier was created to advertise the Capital Campaign. The contents are being reviewed by the capital campaign team before sending to new families.

*Governance Committee Update by J. Oehlrich @ 9:10 pm*

- The committee is conducting an annual review of board policies.

*Academic Excellence Committee Update by D. O'Malley @ 9:14 pm*

- Presented a summary of the topics discussed at the Academic Excellence meeting: middle school math placement criteria, summer enrichment grant, core instructional time, and the teacher evaluation process.

*Land Rezoning Update by M. Lotterhos @ 9:23 pm*

- The City of Raleigh requested an updated traffic study that reflects the impact of both the Magellan and Gut properties.
- Once the traffic study is complete, a second neighborhood meeting will be scheduled. The board discussed engaging a public relations firm to help with this phase of the process

Next board meeting is scheduled for February 23rd at 6:30 pm.

J. Oehlrich moved to adjourn, and T. Bombard seconded. Meeting adjourned at 9:46 pm.