

Magellan Charter School

Board Meeting

Feb 15, 2023

6:00 pm

Board members in attendance: Suzy Allaire, John Esham, Jim Nowak, Jessica O'Donovan (non-voting), Jessica Oehlich, Ali Pulley, Sean Witty.

Visitors: Mike Braga, Becky Green, Sheri Regan, Gina Riggins, Adam Gartenberg, Magellan Robotics Team Members

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

Ali welcomed guests and introduced board members.

Student Presentation: Lego Robotics Teams @ 6:02 pm

- Two Magellan FLL Robotics teams presented an overview of the Magellan robotics program, discussed the benefits of student participation in this after school club, and conducted a demonstration of their robots and research projects.

Approve Minutes by J. Oehlich @ 6:33 pm

- S. Witty moved to approve the 1.17.2022 and 2.3.2022 meeting minutes. J. Esham seconded, and the motion passed unanimously.

MaP Update (provided by email) @ 6:34 pm

- MaP is continuing to iron out the remaining kinks in the new vendor lunch program. Installed a whiteboard near the lunch distribution area to improve communication with parent volunteers.
- A meeting was held with stakeholders from MaP, Boosters, school administration and board members to strategize and streamline fundraising and volunteer efforts.
- Important dates: Book Fair/Kindness Week (Feb 13 -16), Zaxby's Dine Out Night (Feb 16), Teacher Appreciation Week (Feb 27 - Mar 3), Serve + Share Community Dinner (Mar 3), MaP Meeting (Mar 14), Manhattan Pizza Dine Out Night (Mar 21)

Booster Update @ 6:35 pm

- Spring sports try-outs are being held Monday - Wednesday of this week (boys tennis, baseball, girls soccer)

- Baseball practice field on adjacent land is not ready for play this week - must rent a field for baseball tryouts.
- The adjacent land is being used as a temporary practice field and is not intended for permanent use.

Adjacent Land Update by S. Allaire @ 6:43 pm

- Raleigh City Council meeting on 2/7 resulted in unanimous approval of the rezoning and annexation of Magellan's adjacent land into the City of Raleigh. This parcel now has the same zoning as the main Magellan property. There are no plans for development at this time.

Staff Update by M. Braga @ 6:45 pm

- Teachers are continuing to discuss strategies to protect and increase planning time and are coordinating with administration.

Financial Update by G. Riggins @ 6:50 pm

- Reviewed January budget results.
- Proposed an amended budget based on reports received in early February. Each budget line was reviewed and approved by the Finance Committee. Significant changes are attributed to the updated contract with Charter Success Partners, shift in finance personnel, and provision for a position vacancy. The proposed budget also reflects the salary adjustments approved by the board in October 2023. There is an anticipated surplus of \$82,634, and this amount is reflected in the Obsolescence Reserve.
- S. Witty moved to approve the amended budget as presented. J. Nowak seconded, and the motion passed unanimously.
- A. Pulley presented a beautiful poem and farewell tribute to G. Riggins to recognize her 18 years of service to Magellan as Controller.

School Updates by J. O'Donovan @ 7:07 pm

- New elementary counselor will begin March 6th. The middle and elementary counselors will both work full-time at 80%. They will coordinate and publish their schedules monthly and ensure a counselor will always be at school.
- The Nautical Ninjas are ready to build their course. Insurance will not be affected.
- There is limited parking on the adjacent field for the upcoming Serve+Share Community dinner now that the land is being used as a temporary baseball practice field. Staff and event volunteers may park at Baileywick Elementary School to ensure there is parking for all guests near the school. No parking is permitted on Hunter Road.

Internet Safety Policy by S. Regan @ 7:23 pm

- Magellan receives eRate federal money and thus must be in compliance with the Children's Internet Protection Act (CIPA). This year, the state is doing an internal audit of schools to verify all requirements are in place.
- The school proposed an updated Internet Safety and Ethical Use policy. The Internet Safety and Ethical Use Policy ensures the school provides education, supervision, monitoring, and appropriate network usage and also has safeguards in place to keep students from accessing inappropriate materials and protect their personal information.
- Updated policy has been reviewed by school attorneys.
- J. Oehlich moved to approve the updated Internet Safety and Ethical Use Policy. S. Witty seconded, and the motion passed unanimously.

Key Process Indicators/Measurement Score Cards by S. Witty @ 7:36 pm

- Key process indicators give context to some of the important information. Would be good to have this background information to onboard new board members and staff.
- S. Witty requested each board member email a list of indicators that are important to track. The information will be compiled and brought to the board for review and discussion.

Capital Campaign Update by J. Oehlich, A. Pulley and J. Nowak @ 7:48 pm

- Discussed capital improvements needed for the upcoming school year. Projects considered include upgrades to the iLab, partial carpet replacement (specifically 3rd and 4th grade classrooms), bathroom updates, and a security camera at the staff entrance. Project selection will be based on cost and impact.
- School staff will work to secure project estimates.

Closed Session @ 8:35 pm

- On proper motion by J. Oehlich and seconded by J. Nowak, the board unanimously approved to enter Closed Session pursuant to G.S. 143.318.11(a)(1) to discuss a personnel matter.
- On proper motion by S. Allaire and seconded by S. Witty, the board unanimously approved to leave Closed Session.

Next board meeting is scheduled for March 21, 2023 at 6:00 pm.

J. Oehlich moved to adjourn, and S. Allaire seconded. Meeting adjourned at 9:27 pm.