

Magellan Charter School

Board Meeting

May 15, 2023

6:00 pm

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

Visitors: Mike Braga, Becky Green, Sheri Regan, Katie Carroll, Katy Greer, Leah Boas, Helen Pettiford, Lin Harp, Nautical Ninja Students and Parents,

The meeting was called to order by A. Pulley at 6:00 pm. No conflicts of interest relating to the agenda were declared.

A. Pulley welcomed guests and introduced board members.

Ribbon Cutting for Math Ninja Obstacle Course @ 6:03 pm

School Counselor Highlights by K. Greer and K. Carroll @ 6:20 pm

- The Social Institute - Social emotional program to begin in August 2023. Gamified, online learning platform that empowers students to navigate their social world positively - including social media and technology - to fuel their health, happiness, and future success.
- Buddies - Moving to a whole school approach by pairing 3rd/6th, 4th/7th, 5th/8th to build connection between younger and older students. The program includes five meetings per year for buddies (kickball, board games, etc).
- 6th Grade Student Orientation - New this year. Rising 5th graders will move through four rotations - 6th grade student panel, meet 6th grade teachers, voyage overview, and meet with counselors. Goal is to provide a transitional activity for 5th graders, and give 6th graders a leadership opportunity. Scheduled May 31, 2023 from 1:30 - 2:20 pm.
- Chalk the Walk - Staff to write inspirational messages on the front sidewalk to encourage students on EOG test days.

Approve Minutes by J. Oehlich @ 6:38 pm

- S. Allaire moved to approve the 4.18.2023 and 3.21.2023 meeting minutes. S. Witty seconded, and the motion passed unanimously.

MaP Update by J. Hepp @ 6:35 pm

- MyHotLunchBox survey was sent to teachers. MaP will be incorporating feedback into next year's plans.

Booster Update @ 6:40 pm

- Student interest in fall sports is strong, except for girls tennis.
- Seeking a girls tennis coach.
- Summer training sessions for volleyball are scheduled in June and July. Will continue to accept athletes until the deadline. Fees are being collected by check. Cross country training will train three days in June and three days in July, no fee.

Staff Update by M. Braga @ 6:40 pm

- Requested a recap of fire drill procedures.
- End of Year Staff and Board Social will be held on June 3 at Ms. Dail's home.

2022-2023 Discussion and 2023-2024 School Calendar Proposal @ 6:47 pm

- Teachers presented a proposal to end school on June 2, 2023 and make June 5 and June 6 days off for students and staff since only one of six weather days were used this school year. After careful listening and discussion, the board took no action.
- The board requested the administration come up with a plan to return unused inclement weather days in the 2023-2024 calendar. The following proposal was presented: if two or fewer inclement weather days are used by March 1, March 22 will become a holiday. If one or fewer inclement weather are used by April 1, May 10 and June 5 will become holidays.
- J. Esham moved to make March 22 a holiday if two or fewer inclement weather days are used by March 1, and make May 10 and June 5 holidays if one or fewer inclement weather days are used by April 1. S. Witty seconded, and the motion passed unanimously.

Financial Update by B. Green @ 8:15 pm

- Reviewed the April budget results.
- The Finance Committee recommended a \$1000 year-end bonus for full time staff and \$500 for part-time or half-year, prorated. The total cost would be \$41,000.
- S. Allaire moved to approve staff bonuses for \$1000 for full time staff and \$500 for part time staff for a total of \$41,000. J. Esham seconded, and the motion passed unanimously.
- Recommended a request to the Magellan Education Foundation for \$51,000 to replace the first floor carpet, \$9000 to install the plumbing, sink, removing carpet and refinish the concrete floors in the iLab, and approximately \$15,000 to replace three classrooms of desks.

- S. Allaire moved to approve requesting \$75,000 from the Foundation for flooring, iLab enhancements and new desks. S. Witty seconded, and the motion passed unanimously.
- S. Witty will set up a meeting with the Magellan Education Foundation to discuss the obsolescence reserve and make the request for \$75,000 to the Foundation.
- The Finance Committee will discuss and plan to publish a Donate Now button for the school and booster club for families that would like to make spontaneous gifts to these organizations.
- Considered a request made by afterschool Musical Theater organizer to reduce the facility usage fee for 2022-2023. J. O'Donovan explained the usage fee was established per the guidelines in the afterschool program agreement at the beginning of the year. Because the school budgeted for this revenue and is counting on receiving it, the board advised the facility fee remain per the agreement. A. Pulley will contact the director to share the board's position, and recommend a proposal be brought to the board at the start of the year for if there are specific expenses she will incur .

Recommendation for New Hire by J. O'Donovan @ 9:23 pm

- Presented David Bennett for the Instructional/Lunch & Recess Assistant position.
- J. Oehlrich moved to approve David Bennett for the 80% Instructional/Lunch & Recess Assistant contingent on positive references. S. Allaire seconded, and the motion passed unanimously.

Closed Session @ 9:55 pm

- On proper motion by J. Oehlrich and seconded by S. Witty, the board unanimously approved to enter Closed Session pursuant to G.S. 143-318.11(a)(6) to discuss a personnel issue.
- On proper motion by S. Witty and seconded by J. Esham, the board unanimously approved to leave Closed Session.

S. Witty moved to renew Jessica O'Donovan's one-year contract for Head of School, and a discretionary bonus. J. Eshman seconded, and the motion passed unanimously.

Next board meeting is scheduled for June 8, 2023 at 6:00 pm.

J. Oehlrich moved to adjourn, and S. Allaire seconded. Meeting adjourned at 10:15 pm.