

Thomas MacLaren State Charter School
Board of Directors Meeting
August 27, 2020
Minutes

APPROVED

The meeting took place online via Zoom videoconference.

- I. **Call to Order:** Mrs. Nussbaum called the meeting to order at 4:05 p.m.
 - A. **Roll Call:** Present: Mrs. Melissa Nussbaum, Mrs. Hannah Parsons, Mr. Paul von Boeck, Mr. Tim Fuller, and Mrs. Meredith Sherman. Mrs. Dawn Conley joined the meeting at 4:08 p.m. Ms. Diane Borre was unable to attend. Also present were Mrs. Mary Faith Hall, Executive Director, Mr. Ben LaBadie, Head of Upper School, Ms. Katie Maslow, Assistant Head of Upper School, Mr. Nico Alvarado, Head of Lower School, Mrs. Katherine Brophy, Director of Communications, Mrs. Lori Richardson, Director of Finance, Mrs. Kari Coleman, Director of Operations, Mrs. Deanna Finch, Assistant to the Director of Operations, Mr. Eric Hall, Founder, and Mrs. Khristine Prickett Vadala, Parent.
 - B. **Public Comment:** None.
 - C. **Approval of Agenda:** Mrs. Parsons motioned, Mrs. Sherman seconded. Unanimous approval of the agenda.
 - D. **Approval of Minutes:** Mrs. Parsons motioned. Mrs. Sherman seconded. Unanimous approval of the July meeting minutes.

- II. **Board Development**
 - A. **Board Membership:** Mrs. Nussbaum introduced Mrs. Vadala and noted some of the qualities and experience that she has that Mrs. Nussbaum thinks would make her a valuable addition to the Board. Current members of the Board had already been sent her resume to peruse in anticipation of the opportunity to vote on her appointment her to the Board today. There were no questions from the Board. Mrs. Hall expressed how grateful she was at Mrs. Vadala's willingness to join the Board. Mrs. Nussbaum seconded that sentiment. Mrs. Vadala shared that she was excited to join the Board and be of service to MacLaren. Mrs. Parsons motioned to appoint Mrs. Vadala to the Board. Mrs. Sherman seconded. Unanimous approval. Mrs. Vadala's first term will end July 2023.

- III. **Policy Review and Accountability**
 - A. **Approve Revised Student Activities Handbook:** Mrs. Hall explained to the Board the change regarding how absences from practice effect an athlete's eligibility to play in a game. Mrs. Parsons motioned for approval. Mr. von Boeck seconded. Unanimous approval.

- IV. **Status Reports**
 - A. **Executive Director:** Mrs. Hall noted that the big accomplishment is that we opened school! She highlighted that we have had our first cohort excluded from school. She explained that El Paso County Public Health's (ELCPH) threshold is very low for when to make this decision. Shortly thereafter, the cohort was invited back to school. She and her team will be coming up with a statement to send out that explains in more detail how exclusion works, since this will be the new normal. We want to

encourage our families not to be overly concerned and explain that ELCPH is being very conservative in an effort to lessen the spread of COVID.

Mrs. Hall mentioned we are almost done with all of our hiring and we've trained everyone in. Regarding enrollment, we are right around 915 students, the number that we budgeted for. Students are withdrawing daily and enrolling daily. Because the numbers are changing all the time, there is no Dashboard this month.

Finally, she noted that the faculty and staff are already tired so she and her team are having many conversations about how to make this year sustainable.

Mrs. Nussbaum expressed the gratefulness of the entire Board to Mrs. Hall for her personal dedication to teaching class and leading everyone at this time. She also thanked the entire staff.

Mrs. Sherman asked if there were any classes that were not at capacity. Mrs. Brophy answered that, according to the Director of Enrollment, there were still spots available in the AM Kindergarten class, 6th grade, and 7th grade.

B. Dashboard: Postponed until September meeting.

C. Finance Committee:

a. July Financial Statements: Mrs. Nussbaum asked Mrs. Richardson to fill in for Ms. Borre and present the financial statements to the Board. Mrs. Richardson proceeded to relate that there was nothing out of the ordinary on the Balance Sheet and the school was in the middle of their annual audit which should be completed by mid-September. She asked the Board if they had any questions and there were none. She went on to explain that, in regards to the Statement of Operations, that July is a slower month and that the Board should expect to see more activity in August.

Mrs. Nussbaum told the Board that Mrs. Richardson had kindly sent her the CARES Act Expenditure document and that she had found it helpful in understanding where the money is coming from and how it is supposed to be used. She encouraged the Board to reach out to Mrs. Richardson if they would like a copy of the document.

V. Announcements

A. Next Regularly Scheduled Meeting: September 24, 4:00 p.m. via Zoom

VI. Adjournment

A. Motion to Adjourn: Adjourned 4:15 p.m.

Respectfully submitted by:

Katherine A. Brophy, Minutes Recorder

Date