



**Thomas MacLaren School
Board of Directors Meeting
July 28, 2022
Minutes**

Approved

AGENDA

- I. Call to Order:** Mr. von Boeck called the meeting to order at 4:00 pm
- A. Roll Call:** Present: Mr. Paul von Boeck, Ms. Hannah Parsons, Ms. Diane Borre, Mrs. Carol Neel, Mrs. Dawn Conley, Mrs. Merideth Wardwell Sherman, Mrs. Khristine Prickett Vadala. Also present were Mrs. Mary Faith Hall, Executive Director, Mrs. Lori Richardson, Director of Finance, Ms. Laura Schlicting, Assistant Head of Lower School, Mrs. Laura Hassell, Director of Operations, Mrs. Kari Coleman, Director of Personnel, Mrs. Rebecca Watts, Communications and Marketing Specialist, Mr. Jared Gonzalez, Assistant Head of Lower School, Ms. Katie Maslow, Assistant Head of Upper School, Mr. Nico Alvarado, Head of Lower School, Ms. Bridget Rector, Assistant Head of Upper School, Mr. Tim Pingel, Assistant Head of Upper School, Mr. Eric Hall, Founder and Ms. Judith Kimbrell, Parent. Mr. Ben LaBadie, Head of Upper School, arrived at 4:04 p.m.
- B. Approval of Agenda:** Mrs. Vadala motioned. Ms. Parsons seconded. Unanimous approval.
- C. Approval of May Minutes:** Ms. Parsons motioned. Ms. Borre seconded. Unanimous approval.
- II. Board Training**
- A. Board Agreement and Bylaws; Board responsibilities:** Mr. Hall gave a presentation on the Board of Directors Handbook and Agreement in addition to MacLaren Bylaws. He counseled the Board on many topics including the legal relationship between the bylaws and the Board Handbook and Agreement. He elaborated on the Board's important roles such selecting the Executive Director and recruiting new Board members. Mr. Hall explained how many Board meetings are required per year and who can call special meetings. He encouraged Board members to visit the school when classes are in session.
- III. Policy Review and Accountability**
- A. Approve Calendar of Board Meetings:** Ms. Parsons motioned. Mrs. Neel seconded. Unanimous approval.
- B. Approve Revised Voluntary Fees:** Ms. Borre motioned. Ms. Parsons seconded. Unanimous approval.
- C. Approve Revised Enrollment Policy 2022-23:** Ms. Parsons motioned. Mrs. Vadala seconded. Unanimous approval
- D. Discuss Board liaison for SAC:** Ms. Vadala agreed to be the new Board liaison for SAC.
- E. Disclosure of conflict of interest:** Paul von Boeck, Board Chair, Mary Faith Hall, ED, and Ben LaBadie, Head of Upper School, have each disclosed to the Board potential conflict of

interest as each has a child or spouse who is an employee of the School. Each has signed a disclosure statement, clearly stating that each will recuse him/herself from any decisions pertaining to their child/spouse. Copies of these disclosure statements will be stored in the office of the Director of Personnel and with the records of the Board of Directors.

IV. Status Reports

- A. E.D. Report:** Mrs. Hall highlighted the New Teacher Training from this week and introduced the new Heads of School and Assistant Heads of School team. She updated the Board on open faculty and staff positions for the upcoming school year. Mrs. Hall noted that reengaging parents is under way with upcoming events. She reminded the Board that enrollment numbers are fluid during this time of year and that we are above projection for newly enrolled students for the 22-23 school year.
- B. Dashboard:** Mrs. Hall pointed out that there no numbers to report yet.
- C. Finance Committee:** Ms. Borre went over June financial statements.

V. Announcements

- A. Next Board Meeting:** The next Board meeting is scheduled for August 25, 2022. We will have a Meet & Greet with staff at 3:45 p.m. and begin our Board meeting at 4:30 p.m.

VI. Adjournment:

- A. Motion to Adjourn:** Ms. Parsons motioned. Mrs. Sherman seconded. Board adjourned at 4:37 p.m.

Respectfully submitted by:

Rebecca Watts, Minutes Recorder

Date