



MITCH

Board of Directors

Administration:

Keri Butler, *Executive Director*
Sandra Ottley, *Director of Curriculum and Instruction*

Members:

Donna Capodacqua, *Chair*
Justin Cabrera, *Vice Chair*
Chris Thoms, *Secretary*
Alex Kalemkeris, *Vice Secretary*
Luke Adams, *Treasurer*
Eric Rasmussen
Allison Barber
Valia Eskandari

3/5/20 Special Session Meeting Minutes by Alex Kalemkeris

1. OPENING ITEMS

Call to order

Alex called to order at 6:30 and performed roll call

Present: Board attendees: Donna, Keri, Justin, Alex, Luke, Eric, Allison, Valia

Absent: Chris

Guests: Jason Johnston

Agenda: Eric moved, Justin Second. No discussion

- o All in favor, no abstentions, no objections - **approved**

2. 2020/2021 Budget Review

- o Keri: Reduced the number of kindergarten students from 60 to 57 to manage a roll up of 3 kinder classes into 2 1st grade without exceeding max. For this year, we will try at 57 students
- o Budget plan is 245 students. Team feels this is reasonably conservative and could be as many as 255-260 students. At 245 students, this is an increase of 20 students from prior year.
- o We will no longer have 6-8th grade classes with small attendance. And we will have 2 5th grade classes. We believe this will make a more stable mid-200's enrollment
- o Luke: Commented best case could be 15-20 more than budget.
- o Keri: Source of income isn't finalized, but left where it could only go up. No change to activity fee, but will increase family contribution by \$100 to \$600/family. This has not gone up in "years".
 - Budget assumes historical average of 75% contribution.
 - Luke commented that there was a discussion on offering scholarships to help with families in need. Would like to look at limiting perceptions of barriers.
 - PSO has a line item to contribute to this to help. Keri asking if they can increase the contribution?
 - Teacher pay increase is a focus as Keri wants to manage teacher retention.
 - Move secretary hourly increase and move to a 12 month pay period.
 - Ag coordinator to have an increase to help working through summer to maintain program.
 - Counselor & reading specialize is not included as its covered via grant money.
 - Need new teacher laptops. Considering new Chromebooks. Some concern of age of operating systems limiting security updates.
 - Need furniture for 2nd 5th grade classroom for next year.

- Would like to combine staff development and curriculum into 1 line item to have the flexibility over the year to manage this properly.
- This is just a preliminary budget.
- Luke mentioned the marketing was @ \$4000 in the budget but would like to see closer to \$6,000-\$8,000 (considered more reasonable) to help with recruiting new students etc. He asked the board to look at this difference plus the \$0 line item in revenue separately to help add more reserve.
- Donna asked about "Summer enrichment" (music classes). Keri would like to talk to the staff about this. Potential opportunity for staff to make more money.
 - Possible survey question? Investigate what ideas teachers have.
 - Need to have a minimum, to justify costs
- Keri asked for board support on combining curriculum and staff development into 1 items. – approved
- Current reserve is ~\$500,000, budget isn't taking anything from reserve.

Luke motion to approve, Eric 2nd

- No discussion
- All was in favor, no abstentions, no opposition - **approved**

3. CLOSING ITEMS

Public Comment - None

Board Comment - None

Adjourn

Alex moved to adjourn at 7:01, Justin second

- No discussion
- All was in favor, no abstentions, no opposition - **approved**

**EXT WORK SESSION THURSDAY MARCH 5 2020 6:30 PM TO 8:30 PM AT MITCH
CHARTER SCHOOL**

**NEXT REGULAR SESION THURSDAY MARCH 19, 2020 6:30 PM TO 8:30 PM AT
MITCH CHARTER SCHOOL**