

Administration:

Keri Butler, *Executive Director*
Sandra Ottley, *Director of Curriculum and Instruction*
Karin Bury-Roller, *Assistant Principal*

Members:

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

*Approved by
board
10/24/19*

Minutes for 8/15/19 Regular Session

Attendees: Donna Capodacqua, Justin Cabrera, Keri Butler, Eric Rasmussen, Valia Eskandari, Luke Adams,
Public: Caitlin Blood

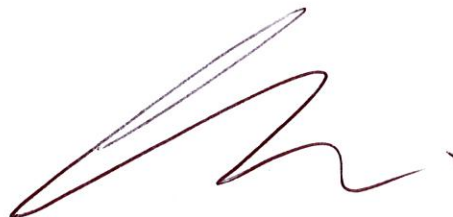
Call to order at 6:30pm

Agenda

- Approved Agenda, Luke moved, Donna second. No discussion. All in favor – Approved
- July 18 Minutes regular session – move to approve as submitted, Valia second. No discussion, All in favor – Approved
- Executive Director Update – Keri Butler
 - Remodel is complete, just in time for Kindergarten camp
 - Enrollment numbers 232 students, 55 kindergarteners with 5 open seats. Waitlist complete
 - Audit complete, draft due in the next couple of days and will be reviewed in next regular meeting on 9/26/19
 - Luke spoke with auditor. Suggested thinking forward in time for future remodel or damages that need money in reserves – safety net
 - Teachers report back next week – Monday has a full day of training on classroom and behavior management. And training by TTSD on reading assessments
 - Start full time on August 26, 2019 with the students
 - Enrollment: Ashley, Heather, and Keri discussed kindergarten and overall enrollment has been changing. Considering how to put some thought into why.
 - Luke suggested having a get together with the new class during the summer to keep touch points and develop comfort with school and teachers. Using limited staff. Potentially increasing non-refundable to a higher value of the activity fee?
 - Justin suggested connecting with a parent that has been with MITCH for 1-2 years as well.
 - Unclear why parents are changing mind and forfeiting \$100 deposit
 - Luke suggested a kindergarten (monthly?) newsletter once they have won the lottery to get them engaged.

- Keri spoke to Caitlin being an excellent "sales" for MITCH.
- Equity Questions/Plan
 - Luke suggested maybe have 15 min vs 30 min after a while?
 - Donna recapped that TTSD coordinator for diversity inclusion came in and spoke to the heavy lift of equity. Building a community, being inclusive, making MITCH accessible to all students.
 - Keri: Draft plan due by August 1, 2019. Keri received an extension to Sept 1, 2019.
 - General discussion and recap on charter and concerns
 - Spoke about tradeoffs of diversity vs financial viability of school. How to manage the transition? Messaging to build on the community to help.
 - Need to address access issue for Food/Bus to help improve. Need to address communication. Does MITCH need particular language expertise to support these students. Is MITCH prepared with the services that the elementary school down the street has?
 - What tradeoffs/sacrifices? Caitlin suggested to look at this as an Asset (mindset).
 - How will TTSD leadership will respond? What is their mindset?
 - How to present MITCH's small classes are a value?
 - Keri presented what is new about the plan.
 - Chris recommends starting with statement of the problem from the Charter. Some debate to clarify the charter states.
 - Seven actions reviewed, feedback provided
 - Luke suggested adding to some of the marketing materials as a "B Company" triple bottom line, or quadruple bottom line.
- Financials – Luke
 - Need to share the current budget with the bookkeeper
 - Ended with operating loss, due to limited revenue of \$44 due to SFF payment not issued in July 2019. We have 232 students. Expected was \$181,524 for 3rd kinder classroom and increase capacity to 300 students
 - Justin mentioned we recaptured \$45K @ \$15K/mo
 - Luke made a motion to approve July 2019 financials. Justin second. No discussion. - All in favor = Approved
- Executive Director Goals – for Keri
 - Reviewed/discussed goals. Some questions. Suggestion to have quarterly progress reports and regular communication.
- Welcome party – for Keri
 - Need to pick a date and location. What is being done for food/refreshments?
 - Luke suggested making it a marketing event that can bring others into the community. Welcoming.
 - Discussed inviting others to the event.
- Donna mentioned she was going to be out from Aug 25, 2019 to Sept 9, 2019
- Public Comment
 - Caitlin "so proud of you guys"
- Board Comment:

- Questions on back to school night and board attendance expectations
- Questions on bus and attendance
- Meeting Adjourned at 8:14pm

A handwritten signature in red ink, consisting of a large, stylized initial 'M' followed by a smaller, cursive name.

