



MITCH
Charter School
Board of Directors

Inspiring colorful acts of greatness

School Administration:

Caitlin Blood, Executive Director
Nicole Hans, Vice Principal

Board Members:

Sarah Parker, Chair
Kristen Hoover, Vice Chair
Jason Johnston, Treasurer

Neil Tosuntikool, Secretary
Corey Cabrera
Susan Noack
Krista Brown

Annual Meeting

When: 6/20/24 6:30pm
Where: Virtually via Zoom

• **Opening Items:**

Call to order by Sarah at 6:35pm

• **Roll Call/Attendance**

- **Board/School Administration:** Sarah Parker, Kristen Hoover, Krista Brown, Neil Tosuntikool, Corey Cabrera, Susan Noack, Caitlin Blood, Jason Johnston
- **Attendees:** Nicole Hans, Shannon Fairley, Ann Lewis, Daniela Balboa, Maria Vincic, Stephanie Irving, Daniela Pratt

- **Approve Agenda** – Sarah motions to approve. Krista seconds. Board approves.
- **Approve Minutes** – Neil motions to approve the minutes from 6-6, Sarah seconds, board approves.

• **Public Comment:** None

• **Action Items from Previous Meeting:**

- a) Sarah to move Approval of Employee Handbook to 6-20
- b) Review new planning document 6-20
- c) Caitlin to create side by side of previous version of Employee Handbook with new version and send to Board with time for review (one week??)
- d) Corey to follow up with Kristen regarding grant writing and school lighting potential tax credits??

Work Session:

- a) Executive Director Annual Review Summary
- b) Community Survey Review Summary
 - Sarah to email Neil summary bullet points from survey
 - Interest in additional volunteer opportunities (gardening outside of school hours), Caitlin and MaryEllen looking at adding that as a Help Counter option
 - Agriculture expanding to once a week as a special (music dropping down to once a week)
 - Still interest in a MITCH middle school
 - Interest in a school lunch program (has MITCH considered this was a comment)

- c) Approve Employee Handbook
 - Kristen did not have a chance to thoroughly read through the document and felt there were some open issues left. Will abstain from voting tonight. No other board comments or suggestions
 - Sarah motions to approve Employee Handbook as sent out. Corey seconds. Board approves. (Kristen abstains)
- d) Review new proposed Board Planning Document – Kristen gave an overview of the proposed new Board Planning Document
- e) Approve Minutes from 6-14 Executive Session. Kristen resent out. Sarah makes motion to approve. Corey seconds. Board approves.

- **Action Items**
 - f) Board Elections – Kristen Hoover stepping down from Board. Sarah to remain as President, Neil as Secretary, Jason, Corey, Susan, and Krista to remain.
 - g) Vote - Interview a Board of Directors Candidate – Board approves to interview at next meeting in July (Jason reminded/requested that Board needs resume in addition to letter of interest)

- **Closing Items:**
 - Takeaway Action Items Review
 1. Sarah to send out candidate’s resume prior to interview at next meeting
 2. Corey to follow up with Aubry regarding grants/tax credit for new school lighting
 - Public Comments: None
 - Board Comments:
 - i. Neil thanks Kristen, sorry to see go. Also, Neil thanks Jason for his expertise and work on the financials all year. Gives great confidence and sense of security amid troubling news from other school boards/districts.
 - ii. Susan at the end of her first year and with lots of past board experience, said this is one of the better boards that she has been a part of. Thanks, and appreciation to Jason, Neil, etc. Also, special mention to Kristen for her attention to detail, commitment to school, etc. And Sara as our Board Chair, and for being such a great leader.
 - iii. Sarah thank you to everyone for all your hard work and volunteer hours. Have a great summer. See you at the next meeting. (Jason asked to clarify date) **July 11th**
 - Adjourn: Sarah adjourns the meeting at 7:35pm

Nicole Haus

09/09/2024

Sarah Parker

09/09/2024