# Magellan Charter School
# Board Meeting
# January 20, 2026
# 6:00pm

*Board members in attendance:* Suzy Allaire, Jim Nowak, Jessica Leggett, John Esham, Sean Witty, Jessica O'Donovan (non-voting)

*Visitors*: Jairus Dolfi, Becky Green, Liz Wood

The meeting was called to order by J. Nowak at 6:05pm. No conflicts of interest relating to the agenda were declared.

***Approve Minutes by J. Nowak @ 6:07pm***

Suzy Allaire moved to approve the 12/16/25 board meeting minutes. John Esham seconded and the motion passed unanimously.

***MaP Update & Booster Update by C. Dickerson and K. Moffat @ 6:09pm***

Booster Updates:

- Booster account balance: approximately $39,000.
- Two sets of volleyball nets are being purchased to allow fall practices to split.
- Basketball uniforms are close to being purchased.
- A spring meeting will be scheduled to prepare for spring sports.
- Butterbraid fundraiser raised approximately $3,000.
- A spring sports fundraiser is forthcoming.

MAP Updates:

- MAP meetings are now being recorded and will be posted on social media.
- Spring Dance: April 11
- Parents Night Out: January 24
- Teacher Appreciation Week: February 23–27
- Bingo Bash: Tickets on sale first for 8th grade, then for the rest of the school.
- The budget is in good standing.
- "My Hot Lunch Box" program is underperforming; Jersey Mike's will be replaced due to consistently low participation.

***Staff Update by L. Wood @ 6:20pm***

- Staff thanked the board for attending the mid-year update and proposed adding mid-year check-ins as a recurring annual calendar item.

- Teachers requested clarification on inclement weather days: 7 days are built into the calendar and 2 have already been used. If remote learning is needed (up to 5 days total is allowed by DPI when school submits Remote Learning Plan to DPI), it would likely be asynchronous and occur when we have depleted our calendar bank. Office hours and/or live check-ins and optional small group instruction during remote learning would be optional.
- Teachers inquired about Raleigh Charter School compensation practices. Sean Witty has reached out to gather information regarding teacher payments and financial processes.

***School Update by J. O'Donovan @ 6:40pm***

- Succession planning is underway with at least five staff retirements anticipated. Recruiting for replacements has begun with a goal to hire by the end of April**.**
- Virtual Charter Renewal Site Visit scheduled for April 23, 2026**.** Online focus groups throughout the day will include a teacher committee, a parent committee, an Admin committee, and a Board committee.
- NC School Report Card: Magellan received a Performance Grade of A with a score of 89, which is the same as last year (85 and above earns an A on the NC school report card).
- Health & Safety Inspection: Score**:** 99% (highest score to date). One minor restroom wall repair issue was identified and promptly corrected.

***Committee Updates @ 6:55pm***

***Academic Excellence by J. Esham:***

- The AI Committee continues developing AI guidelines for students and staff and reports ongoing progress. Drafts will be shared with committee members for feedback, as well as with grade level reps to bring back to teams. Drafts will hopefully be ready to share with Board members at our February meeting.

***Governance Committee by S. Allaire***

- The Board is actively recruiting new members, currently prioritizing candidates by skillsets needed

***Finance Committee by S. Witty***

- The budget is healthy and currently showing a surplus.
- The State has not yet passed the school budget; therefore, the County has not released pay increases for Wake County, which affects Magellan's pay scale.
- A new Financial Policy and Procedures Manual has been submitted for board review and will be voted on at the next meeting.
- Becky Green is reviewing health plan options to see if NC Flex can provide staff with additional choices for Dental/Vision/Life at comparable costs. School is also still exploring options to add a Flexible Spending Account (FSA) in the future.

This would allow employees to set aside pre-tax income for qualified medical or dependent care expenses.
- Sean Witty moved to approve payment of the DC contract (not to exceed $55,000). Jim Nowak seconded, and the motion passed unanimously.

### *Capital Campaign by J. Leggett*

- March 11: New Family Event at Jim Nowak's home (time TBD)
- March 17: School-wide event for both prospective families and current students.
- Idea of a silent auction with a goal of $50,000.

### *Land Development Committee*

- A feasibility study has begun to evaluate the K-2 expansion option using HiCaps as the Owner Rep contracted firm.
- Architect interviews scheduled for February 2, 2026.

### *Closed Session @ 8:02pm*

Upon a motion by Jessica Leggett and seconded by Suzy Allaire, the Board unanimously entered Closed Session pursuant to G.S. 143-318.11(a)(5) to discuss real estate property acquisition.

Upon proper motion by Leggett and seconded by Allaire, the Board unanimously exited Closed Session.

### *Additional Motions @ 8:30pm*

Step Increase Approval: S. Witty made a motion to approve step increases in certified staff salaries. J. Leggett seconded and the motion passed unanimously.

The next board meeting is scheduled for February 17, 2026.

Jim Nowak moved to adjourn, and John Esham seconded. The meeting adjourned at 8:40 PM.