# Magellan Charter School
# Board Meeting
# May 20, 2025
# 6:00pm

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

*Visitors*: Jairus Dolfi, Becky Green, Cary Dickerson, John Holt, Teresa Taylor, Nicole Ahn

The meeting was called to order by J. Nowak at 6:01pm. No conflicts of interest relating to the agenda were declared.

### *Approve Minutes by J. Nowak @ 6:01pm*

J. Leggett moved to approve the 4/15/25 board meeting minutes. S. Witty seconded and the motion passed unanimously.

### *MaP Update by J. Holt, C. Dickerson @ 6:03pm*

- MaP has all Officers in place for the upcoming school year
- The Dine Out Committee is looking for a Representative for this important fundraising opportunity
- MaP is currently slightly over budget due to factors, including adverse winter weather conditions and issues with vendors. My Hot Lunch box is $4,000 behind average historical numbers. MaP is excited to share that Chick-fil-A will be a returning vendor, replacing Tropical Smoothie Café
- Brainstorming ways to increase MaP membership dues (this is down $1800)
- Spirit Wear earnings are down slightly; although there are new, creative ideas on how to increase revenue
- It's Up to Us Fundraiser was highly successful this year
- MaP is continuing to explore ways to provide new families with transparency into the Magellan Journey. There is an idea around "Magellan Mentors", providing a partnership or buddy system between existing and new families for support

### *Presentation by 8th Grade Students & Teachers (T. Taylor and N. Ahn) 6:10pm*

- N. Ahn, Arts Integration Specialist, partnered with the 8th Grade Teachers on a project called "Thinking Outside the Box". The project began with a poetry reflection from Michael Beadle (Poet and Author from Raleigh). Students were then encouraged to reflect on their own personal journey, including past, present, and future. Students used the iLab as a workshop, designing and decorating

custom boxes that represent their unique journeys. Teachers recognized the hard work and creativity put into this project. Three students joined the presentation (Greer Esham, Katherine Burachevskaya, Ella Harriss), to share their unique boxes with Board Members. These final products showcased each student's passions, interests, and future desires. The 8th grade boxes will be on display during the upcoming school assembly.

***MaP continued discussion by J. Holt, C. Dickerson @ 6:20pm***

- MaP has budgeted $27k, with larger expenses towards Cultural Arts (MaP is sponsoring), teacher material reimbursement (can expense $200 with receipts), and $4500 into hospitality.
- MaP proposed an idea to add a school Spirit Rock. This is something commonly used at other local schools, as a resource to raise money. Two generous families offered to donate the rock. MaP would charge $25/day for families to reserve the rock, and paint for special occasions such as birthdays. MCS could also use the rock to advertise fundraisers and other school events.
- A strategy session is scheduled for 5/29 with MaP, Boosters, Board, and Staff to review fundraising financial strategies
- Action item: Board Governance Committee needs to review liability language for the rock contract.
- J. Nowak motioned to approve the Spirit Rock, pending board reviewing liability verbiage for the rock contract. J. Leggett seconded the motion and passed unanimously.

***Booster Update K. Moffat @ 6:34pm***

- Fence has been installed, and the gates will be in place next

***Staff Update by K. Popowski @ 6:37pm***

- Staff would still like the opportunity to meet with Board Members for the Mid-Year Check-Ins. Board Members are scheduling time 5/30 to meet with the groups that did not have the opportunity previously.
- Staff members asked if employee PTO can be donated from one person to another (ex: to donate to others that may need it). Currently the PTO policy does not have this option. This has been reviewed in the past although it poses financial challenges. The current payroll system could not support this change.

***Financial Update by B. Green @ 6:52pm***

- Our current surplus is set at $59,869.49, if all the assumptions remain. The increase in the surplus is due to having a $10K surplus in Technology, and the PTO payout projection showing a $11K surplus. Legal expenses are reduced to $15K. Next month the Board will have more insight into the actual surplus and will need to vote on what amount is moved to the Foundation. This projected surplus does not include the $40K we have budgeted for the Obsolescence Reserve.

- Facility expenses include removing a tree with issues on May 23rd. Installation of the outdoor keypad on June 15th, and installation of the additional security cameras.

***School Updates by J. Donovan @ 7:04pm***

- EOG's are beginning this week
- Middle school is dealing with discipline challenges. Administrators have met with each grade level to holistically address these concerns. Administrators are trying to create preventative measures and directly communicate expectations.
- The number of student 504 plans continues to increase, creating a need for additional staff support managing these plans. This challenge was discussed at the last Grade Rep Meeting, although no action has been taken. Teachers do not have capacity to take on any extra without more planning time. There was an idea for a hybrid model, where the current staff member responsible for 504's would keep more complex referrals. School counselors would differently manage the other 504 annual reviews. There will be more thought and conversation.

***Committees Update @ 7:18pm***

- Academic Excellence Committee: No updates
- Governance Committee: No updates
- Finance Committee: No updates
- Strategic Planning & Development:
    - Capital Campaign Committee: Capital Campaign has currently raised $55k, and continues to receive donations
    - Land Sub Committee: No update
    - Head of School & Evaluation: Scheduling a date for end of year evaluation

***Old Business @ 7:20pm***

- Action item: Board Governance Committee:
    - Needs to review liability language for the rock contract
    - Review policy from the past on shared PTO, and historically why the policy changed

***Closed Session @ 7:23pm***

- On proper motion by J. Leggett and seconded by S. Witty, the board unanimously approved to enter Closed Session pursuant to G.S. 143-318.11(a)(6) to discuss a personnel issue.

- On proper motion by A. Monsees and seconded by J. Leggett, the board unanimously approved to leave Closed Session.

***Open Session @ 8:01pm***

- The Board of Directors votes on school contracts. Administrators and Finance shared a proposed list of staff contracts for the 2025-2026 school year.
- A. Monsees motioned to approve contracts proposed for Staff and Head of School for the 2025-2026 school year. J. Esham seconded and the motion passed unanimously.

***Closed Session @ 8:09pm***

- On proper motion by S. Witty and seconded by A. Monsees, the board unanimously approved to enter Closed Session pursuant to G.S. 143-318.11(a)(6) to discuss a personnel issue.

- On proper motion by A. Monsees and seconded by J. Leggett, the board unanimously approved to leave Closed Session.

The next board meeting is scheduled for June 17th.

J. Leggett moved to adjourn, and A. Monsees seconded. The meeting adjourned at 8:36pm.