

Magellan Charter School

Board Meeting

January 16, 2024

6:00pm

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

Visitors: Becky Green, Sheri Regan, Tricia Liberatore

The meeting was called to order by J. Nowak at 6:03pm. No conflicts of interest relating to the agenda were declared.

J. Nowak welcomed guests attending the 4th Grade Presentation.

Student Presentation by 4th Grade Team @ 6:02pm

- Students showcased their studies of Dutch painter, Piet Mondrian. They used math topics, rulers and protractors to craft lines, creating a Mondrian-inspired 3-D art piece.

Approve Board Minutes @ 6:12pm

- J. Leggett moved to approve the Nov. 28 and Dec. 14 meeting minutes. S. Allaire seconded and the motion passed unanimously.

MaP Update by J. Nowak @ 6:13pm

- Reconciling December Book Fair expenses to determine total raised, estimating \$1,500+
- Grade reps coordinated Holiday / End-of-Year Teacher & Staff Gifts
- MyHotLunchBox; Moe's replacing Salsa Fresh to bolster Friday sales
- Hospitality hosted the Holiday Cookie Exchange on Dec. 13. Teacher Workday Luncheon Salad Bar on Jan. 24
- School Supplies Will be working with EPI School Supply Packs for 2024-2025 school year. EPI offers additional school supply options, more competitive pricing, reduced shipping costs for families, and additional fundraising opportunities
- Serve + Share - Friday, Feb. 23, 5 p.m. and 7 p.m. seatings
 - ☐ Event will raise funds for Saving Grace Animal Rescue
 - ☐ Partnering with Milton's again this year for a spaghetti dinner
 - ☐ Tickets will be available for purchase via EduTrak in early February
- Dine-Out Event Fundraisers
 - ☐ Wednesday, Dec. 13: Chipotle; raised \$302.64
 - ☐ Wednesday, Jan. 10: Schiano's Pizza-Pasta-Grill (Leesville Road); raised \$120.00

□ Upcoming: Tuesday, Feb. 6: McTeacher Night at McDonald's

School Updates by J. Donovan @ 6:15pm

- First lockdown drill went smoothly. Teachers and students were prepared and executed proper actions. School will continue to practice these drills.
- The YMCA may not be able to provide onsite aftercare at MCS next year due to fiscal issues. Exploring other options for onsite elementary afterschool programs at MCS.

Staff Update by T. Liberatore @ 6:30pm

- Staff expressed gratitude for the board members' work; generously offered to provide dinner for attendees at next month's board meeting.

Financial Update by B. Green @ 6:32

- New financial software from CSP (Charter Success Partners); MCS is included in the first stage implementation of the software
- Reviewed December Budget Analysis Report
- MCS has been selected for an audit of COVID funds in Feb. (5-year process where federal funding is audited by DPI)
- There is a need to review/revisit contract for retention pond issues and maintenance
- MCS using new admissions lottery software that was purchased in 2023
- Brief discussion on MCS Capital Campaign strategy; further discussion will be held in the next Strategic Planning Committee meeting
- Board discussed seeking the Foundations approval to use capital funds for building needs. Immediate needs include new carpet throughout the 2nd floor and resurfacing the gym floor. The estimated cost for total work is \$55k. S. Witty moved to seek Foundations approval for \$55k to assist with building needs. S. Allaire seconded and the motion passed unanimously.
- MCS's Investment Policy has been updated for the school and foundation. The update includes a revision to operating accounts (now with First Bank). S. Witty moved to approve the updated Investment Policy. A. Monsees seconded, and the motion passed unanimously.

Committees Update @ 7:30pm

- Governance Committee – Staff was trained on the new Senate Bill
- Strategic Planning & Development Committee – Capital Campaign Kickoff Meeting Scheduled. Discussing more effective ways to promote campaign and increase participation. Future capital improvement needs include replacement of playground equipment.

Closed Session @ 8:12pm

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

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

Next board meeting is scheduled for Feb. 20, 2024.

J. Nowak moved to adjourn, and J. Leggett seconded. Meeting adjourned at 9:02pm