

Minutes

December 5, 2023

The MSC Board met this date in person in Building B of the school campus. Participating members included Bryan Burroughs, Kim Andrews, Chanda Booker, Conetta Rogers, Steve Gibson, Charles Dribble, and Mary Lucas. Leslie Greene was in attendance in her role as interim Head of School (“HoS”). Brittney Greene was in attendance as MSC CFO (“CFO”). Misty Dickson was also in attendance.

The chairperson called the meeting to order.

The first item of business was approving the October Board meeting minutes. Minutes approved by consent.

The next item of business was discussing sending out Board updates to the staff and/or parents. Both Misty and Leslie supported the idea. Kim recommended including links to the bios of the board members and Mary and Kim agreed to talk after the meeting in coming weeks about setting this up as a monthly occurrence.

The Board then opened the floor for questions/feedback from staff in attendance. There was none.

Leslie provided the Board with her HoS report. This included information regarding class observations being underway, admissions season being upon us, the fact that multiple tours of the school with prospective families happened. Four families were at the latest information session: one 8th grade public school teacher with an MSC student who was so impressed that she decided that when had family, she would enroll her child at MSC. There was talk about needing to get the new tuition in TADS and salary study work being done internally. The Board was informed the current Spanish teacher took a new job with USC but that Ms. Sarah Barnett was well qualified and would be filling the role. Leslie continues to work with the attorney on updating the staff handbook and staff contracts and expect to get first drafts in early January. Leslie also provided the Board an enrollment update.

Brittney provided the Board a financial report. Mary asked why development numbers appeared low and there was discussion around the fact the Annual Fund was just kicking off and no auction was held yet. There further was discussion around the school’s new grant and confirmation it is a reimbursable grant. The board also discussed ensuring we are getting the best return on investment from the school's bank accounts as possible. Leslie agreed to look into maximizing the ROI for school bank accounts. The Board further discussed the new

proposed amounts for tuition and amounts for aftercare were adjusted to provide incentives for families to pay in full.

A motion was made to adopt the proposed tuition as amended to account for the aftercare full payment incentive that was added.

The motion passed unanimously.

The Board then discussed the addition of new members. Leslie provided a debrief on the candidates interviewed and reviewed by the nominating committee.

A motion was made to offer positions on the Board to Dawn, Kobe, and Debbie for board membership to commence as reasonably as we can bring them on with retroactive application of their appointment to July 2023 so the new members would be on the regular Board cycle.

The motion passed unanimously.

A motion was made to add Charles Dibble as a full voting member of the Board starting in the current meeting.

The motion passed unanimously.

Several items including the permanent HoS search were agreed as proper discussion in the Board Officers working group that convenes Wednesday morning.

There being no further business, the meeting was adjourned.