

**Minutes**  
**June 25, 2024**

The MSC Board met this date via remote video conferencing. Participating members included Leslie (“HoS”), Bryan, Chanda, Charles, Kim, and Kobie.

Bryan called the meeting to order.

Community Feedback:

No additional family or staff members were present.

Head of School Report:

- Accreditation Renewals: The AMS renewal has been completed, which includes the goals laid out during the strategic planning sessions. The SAIS renewal will be addressed later in October.
- Enrollment and Paperwork: All placement and enrollment paperwork have been updated. The family handbook policies that were discussed have been sent out, and the employment handbook is being updated to be distributed in early August.
- Event Calendar: Adjustments include a community meet and greet at a local restaurant instead of the traditional Head of School house gathering. “Meet Your Teacher” day for students will now be in the morning rather than the evening.
- Staff Training: Scheduled for early August, the training includes mandated reporter training, campus safety, CPR, parent-teacher communication, and team-building activities.
- Annual Report: Combined reports for the 2020-2023 school years are being finalized and will be distributed via email. The current year’s report will follow once financials are finalized.
- Finance Reports: Brittney had previously sent out the finance reports. There were no significant changes from the previous discussion, and end-of-year financials are being finalized for full comparison at the next meeting.

Voting:

- Approval of Minutes: A motion was made, seconded, and unanimously approved to accept the May meeting minutes.
- New Board Members: The board unanimously approved the addition of Bridget Shealy and David Barbeau as new board members.
- Term Renewals: The board unanimously approved the renewal of Chanda’s and Mary’s terms.

Additional updates:

- Member resignation: It was shared that Conetta would be stepping down from the board due to family healthcare demands, effective immediately.
- Open Floor: There was an opportunity for any final questions or comments from board members. Charles shared his gratitude for the positive and productive discussions held by the board and offered his availability for any future inquiries.

Seeing there were no further agenda items or discussion, a motion was made, seconded, and unanimously approved to adjourn the meeting.