

Minutes

5/28/2024

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

Bryan called the meeting to order. A motion was made, seconded, and unanimously approved to accept the April meeting minutes.

Teacher Feedback: Just board members and administration attended this meeting (Ms. Misty was unable to attend due to her 30th wedding anniversary!)

Resignation Announcement: Charles announced his resignation from the board, effective June 30th, due to time commitments. The board expressed their gratitude for his dedicated service.

Head of School Report:

- **Annual Fund Update:** Michael has led efforts to achieve close to the \$60,000 goal, currently at \$52,500, and still working.
- **Grant Projects:** Plans for installing water refill stations are underway.
- **Accreditation Renewals:** AMS renewal is due by the beginning of July, and SAIS renewal will follow in the fall. Adjustments to the growth plan goals will be included in these renewals.
- **Annual Report:** Efforts are being made to compile a comprehensive annual report covering the last four years, with a focus on finalizing it this summer.
- **Staff Email Updates:** New email addresses for board officers have been created for continuity.
- **Staff Adjustments:** All staff members are returning for the upcoming school year, a noteworthy achievement.

Board Member Recruits:

- **Recruitment Efforts:** Several nominated candidates have been contacted, with ongoing discussions to finalize new members. Interest form on the Parent Portal is up and running and Bryan will share form submissions with the board as they come in.

Policy Updates:

- **Staff Grievance Policy:** Reviewed and refined, including escalation procedures through supervisors and the Head of School before reaching the board.
- **Parental Leave Policy:** Clarified and benchmarked against best practices within the industry.
- **Family Concern Policy:** Adjusted for clarity, ensuring it meets the needs of the community while aligning with standard practices.
- Policies to be updated in Family and Employee Handbooks

Budget Approval:

- **Revised Budget Proposal:** The revised budget for the 2024-25 school year was presented, discussed, and unanimously approved.

Head of School Search Process:

- **Update:** The administrative aspects of the search are progressing well, with community member interviews nearly complete. Volunteers from the board were sought to engage deeply in the process (succeeding Dawn's work in that area), with Chanda, Conetta, and Kobie agreeing to participate.

June Meeting:

- **Remote Meeting Decision:** The decision was made to conduct the June meeting remotely to accommodate members' schedules.

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