

**MEETING MINUTES
OF
CATALYST ACADEMY CHARTER SCHOOL
September 7, 2021
Held in person and virtually Via Zoom**

Trustee Attendees: Rachel Amankulor, Allison McCarthy, Carey Harris, Erin Stiling, Thomas Walenchok, George Childs

Other Attendees: Brian Smith, Dr. Carrie Potter-Murray, Darren Gray, Malisha Scott, Alan Shuckrow (Strassburger McKenna Gutnick & Gefsky)

Rachel Amankulor called the meeting to order at 6:00 p.m.

Public Comment – none.

Approval of Minutes. The minutes of the August 3, 2021 meeting were reviewed. *Carey Harris made a motion to approve the minutes, seconded by Allison McCarthy and carried unanimously.*

Financial Update. Brian Smith reviewed the financial enrollment status. This has been positively impacted by our enrollment. There are 184 students enrolled. The budget was based on a projection of 156 so that means we are in good shape. If this holds, our revenue will be about \$500,000 higher for the year than budgeted. This will result in some increased expenditures as well but this is a good sign that enrollment is strong. We are also awaiting the results of certain grant applications.

Approval of Bills and Payments to Vendors. The list of bills and payments to vendors was reviewed. *George Childs made a motion to approve the bills and payments to vendors, seconded by Carey Harris and carried unanimously.*

Consideration of COVID-19 Vaccination Policy. Brian Smith presented the COVID-19 Vaccination Policy to the board. The proposal is to require vaccines of prospective and current employees but to permit current employees to do weekly testing in lieu of being vaccinated. After consideration the Board felt strongly that there should not be unvaccinated employees unless they had a medical excuse or legitimate religious exemption. After discussion the Board requested the administration and counsel revise the policy accordingly. There was a discussion about not wanting to wait until the next meeting to approve the policy. Alan Shuckrow suggested that the Board recess this meeting at the end and reconvene it on Friday morning at 8:00. The Board agreed to this and directed the administration to post on the website that the reconvened meeting would take place.

COVID-19 Testing. Dr. Potter-Murray presented about the potential for on-site COVID testing through Concentric. The first step in the on-site testing would be a cohort test where all consenting

persons in a room would swab their noses and drop the swabs into a single test tube. The swabs would be tested to determine if there is a positive case within the cohort pool. If there is a positive case, then rapid antigen or PCR tests will be given to each person in the cohort to determine who has contracted the virus. Once it is determined who has been afflicted, the school would follow its health and safety procedures with respect to contact tracing and quarantining. Catalyst would either use its existing staff to execute the program or use free support provided through Concentric. The Board indicated support for this effort. Catalyst will review and complete the Commonwealth K-12 COVID-19 Testing Program Statement of Assurance; communicate weekly testing availability to families; distribute consent forms; and arrange for the first test date.

CINTAS Floor Mat Proposal. Brian Smith presented a proposal from CINTAS for floor mats. The program aims to keep floors safe vis-à-vis utilization of several mats throughout the school. The cost for the proposal is \$53.20 plus tax per week. *George Childs made a motion to approve the CINTAS proposal, seconded by Tom Walenchok and carried unanimously.*

Enrollment Update. Brian presented, as mentioned earlier, enrollment is stronger than projected. Enrollment is at 184. Kindergarten and first grade are full. Second grade is 83% full. Brian attributes it to word of mouth, FACEBOOK and also that families are looking for options now. Families are hearing about how Catalyst stayed open all last year.

Human Resources Report. Brian presented this human resource report. *Tom Walenchok made a motion to approve the human resources report, seconded by Carrie Harris and carried unanimously.*

The board recessed the meeting at 7:27 p.m. and agreed to reconvene at 8:00 a.m. on Friday September 10, 2021 to consider revisions to the COVID-19 vaccination policy.