

**MEETING MINUTES
OF
CATALYST ACADEMY CHARTER SCHOOL
February 1, 2022
Held virtually Via Zoom**

Trustee Attendees: Rachel Amankulor, Thomas Walenchok, Carey Harris, Gretchen Generett, Erin Stiling, Allison McCarthy, Robert Jones

Other Attendees: Brian Smith, Darren Gray, Alan Shuckrow (Strassburger McKenna Gutnick & Gefsky)

Rachel Amankulor called the meeting to order at 6:06 p.m.

Public Comment: None

Approval of Minutes. The minutes of the January 4, 2022 meeting were reviewed. *Erin Stiling made a motion to approve the minutes as presented, seconded by Tom Walenchok and carried unanimously.*

Financial Update. Brian Smith reviewed the financials. Mr. Smith projected that the school will have a \$1.68M cash balance at the end of the year, which is \$1M more than budget. The revenue forecast increased due to the Center for Education Reform pandemic response award of \$100K.

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

Human Resources Update. Mr. Smith reported that Catalyst filled two inclusive learning positions, the school culture associate position, and the school nurse position. He also reported two inclusive learning teachers had resigned. The board was thankful for Catalyst's efforts in filling the vacancies. *Carey Harris made a motion to accept the list of hires and resignations, seconded by Tom Walenchok and carried unanimously.*

Marketing and Enrollment Update. Brian Smith reviewed the marketing and enrollment. Mr. Smith reported that re-enrollment packets were distributed electronically to all 172 current students' families, of which 44 have been completed. He shared that students need to complete their re-enrollment by February 28, 2022 to secure their current spot. Further, Catalyst is making targeted phone calls, texts, and emails to current students beginning this week. Mr. Smith also reported that 29 new applications, predominantly for kindergarten, were received for the 2022-23 academic year. Mr. Smith shared that Catalyst was engaging in marketing activities through media, yard signs, outreach, and referrals from current families, and planned an open house for February 26, 2022.

General Update. Brian Smith and Darren Grey reviewed general updates on COVID-19, beginning-of-year events, and academics. Mr. Smith reported that there were five known cases of COVID-19 among students and four among staff. He shared that while staffing was stretched thin, no closures were required, and participation in the COVID-19 testing program has increased to 81%. For January events, Mr. Grey reported that Catalyst planned Martin Luther King, Jr. Day events, such as Masks of the Dogon people, Umfundalai dance form, and STEM Unity bridges, and celebrated the 100th day for school. For February, Mr. Smith shared that Catalyst planned Scholar Goal Circles and Black History Month, including daily profiles of important African Americans in history and weekly Friday events. For March, Mr. Smith informed the board that March 1-4 is Read Across America Week. Mr. Smith also reported that mid-year MAP testing is being completed this week. He shared that the Academic Committee met and discussed the prioritization of committee decisions and reached a consensus to focus on a deeper dive around academic intervention support. Mr. Smith shared that the next Academic Committee meeting agenda includes a review of the mid-year MAP data and review of the high-level multifaceted strategy for addressing student learning needs. Ms. Stiling and Ms. McCarthy discussed taking a tour of Catalyst.

The board entered executive session at 6:45 p.m. to discuss CEO goals and personnel.

The board returned to public session at 7:10 p.m. to approve the CEO goals. *Carey Harris made a motion to accept the CEO goals, seconded by Tom Walenchok and carried unanimously.*

There being no further business, the meeting was adjourned at 7:12 p.m.