

**MEETING MINUTES
OF
CATALYST ACADEMY CHARTER SCHOOL
January 4, 2022
Held virtually Via Zoom**

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

Other Attendees: Brian Smith, Darren Gray, Matt Morella (Strassburger McKenna Gutnick & Gefsky)

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

The board members introduced themselves to new board member, Majestic Lane.

Public Comment: None

Approval of Minutes. The minutes of the December 7, 2021 meeting were reviewed. *Carey Harris 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 \$1.51M cash balance at the end of the year which is \$1M more than budget.

Approval of Bills and Payments to Vendors. The list of bills and payments to vendors was reviewed. *Gretchen Generett made a motion to approve the bills and payments to vendors, seconded by Majestic Lane and carried unanimously.*

COVID-19 Health & Safety Plan. Mr. Smith reviewed Catalyst's Health & Safety Plan. He proposed updating Catalyst's Isolation & Quarantine protocol so it is in line with CDC guidance. The change includes reducing the quarantine time from 10 days to 5 days in accordance with CDC guidelines. Ms. Generett asked about the amount of tests Catalyst has available for its student and staff. Mr. Smith indicated that he plans to receive 400 rapid tests from the state soon and those tests will be available to support the changes. Ms. Amankulor, Ms. Stiling and the board engaged in a discussion regarding the proposed changes and the board was in consensus to adopt the language as presented to the Board. *Majestic Lane made a motion to approve the additional language to Catalyst's Health & Safety Plan as presented to the Board, seconded by Erin Stiling and carried unanimously.*

Emergency Instructional Time Template Section 520.01. Mr. Smith reviewed this form with the board. *Tom Walenchok made a motion to approve the form, seconded by Gretchen Generett and carried unanimously.*

Human Resources Update. Mr. Smith reported that Catalyst filled two teaching positions. He also reported two inclusive learning teachers had resigned. Ms. McCarthy asked about the inclusive learning positions and whether we should rethink the job description. Ms. Amankulor asked about teacher morale. Mr. Smith shared with the board some things Catalyst has done for its teachers and staff over the holidays, including spirits days, cookoffs, bonuses and raffles. The board was thankful for Catalyst's efforts. *Majestic Lane made a motion to accept the list of hires and resignations, seconded by Erin Stiling and carried unanimously.*

The meeting was adjourned to executive session at 6:45 p.m to discuss CEO goals and personnel.