

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

Trustee Attendees: Rachel Amankulor, Thomas Walenchok, Carey Harris, Erin Stiling, Majestic Lane

Other Attendees: Brian Smith, Darren Gray, Carrie Potter-Murray, Lisa Augustin (PPS), Matt Morella (Strassburger McKenna Gutnick & Gefsky)

Rachel Amankulor called the meeting to order at 6:10 p.m.

Public Comment: None

Revise Agenda. *Erin Stiling made a motion to amend the agenda to move the voting items up, seconded by Carey Harris and carried unanimously.*

COVID-19 Health & Safety Plan. Mr. Smith reviewed Catalyst's Health & Safety Plan and discussed changes related to masking pursuant to new guidance from the CDC. Ms. Harris asked how the teachers felt about the changes, and Mr. Smith reported that they supported them. *Carey Harris made a motion to approve the changes to Catalyst's Health & Safety Plan as presented to the Board, seconded by Majestic Lane and carried unanimously.*

Safe Crisis Management Policy Adoption. Dr. Potter-Murray reviewed the crisis management policy. Dr. Potter-Murray reported that the purpose of the policy is to ensure that scholars, families, and staff are respected and supported at Catalyst. She reported that the policy is based on the principle of the Least Restrictive Alternative, which requires the least amount of restriction necessary to manage behavior that is harmful to self or others. Ms. Harris asked if the board anticipated needing to use the policy, and Dr. Potter-Murray responded that Catalyst has students in need of this type of behavioral support. Ms. Amankulor asked if the policy is mandated by the state, and Dr. Potter-Murray responded that Catalyst chose this policy because it is widely used in each part of the Pennsylvania school system. She noted that the policy has been reviewed by attorneys, doctors, and therapists. Mr. Morella offered SMGG's review of the policy. *Carey Harris made a motion to approve Catalyst's adoption of the Safe Crisis Management Policy, seconded by Majestic Lane and carried unanimously.*

Approval of Minutes. The minutes of the February 1, 2022 meeting were reviewed. *Carey Harris made a motion to approve the minutes as presented, seconded by Erin Stiling and carried unanimously.*

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

Tom Walenchok and Majestic Lane left the meeting at 6:29 p.m.

Financial Update. Mr. Smith reviewed the financials. He indicated that Catalyst decided to defer the ARP ESSER III revenue to future years. Mr. Smith reported that this decision reduced the projected days of cash at year-end from 159 to 140, which is still healthy liquidity for a school in its second year of operations. He also reported that the school will look to hire a new Administrative Assistant soon.

Human Resources Update. Mr. Smith reported that Catalyst had four open positions, including a growth interventionist, a special education teacher, a general education teacher (full-time substitute), and a physical education teacher. He also reported that the physical education teacher resigned. Ms. Amankulor asked for an update on filling the special education position, and Mr. Smith responded that there is a lot of interest from college seniors. Ms. Stiling asked about the proposed bonus compensation model. Mr. Smith reported that the purpose of the bonus is to reward staff for staying throughout the year and to establish a way to give bonuses to mid-year entries.

Marketing and Enrollment Update. Mr. Smith reviewed the marketing and enrollment. He reported that out of 171 current scholars, 131 completed re-enrollment, 23 are in the process of re-enrolling, and 17 are undecided. Mr. Smith also reported that out of the 64 new applications for 2022-23, 48 are for kindergarten, six are for 1st grade, three are for 2nd grade, and seven are for 3rd grade. He reported that a lottery is to be held the week of March 7th.

Academic Update. Darren Gray reviewed the academics. Mr. Smith reported that the mid-year MAP was complete, and the Academic Committee reviewed mid-year MAP data and multi-lever strategy for addressing student learning needs.

General Update. Brian Smith reviewed general updates. Mr. Smith reported that in February Catalyst had Black History Events, including Book Club Jr., African American Hero/Shero, and Door Presentations. He also shared that March 1-4 is Read Across America Week.

There being no further business, the meeting was adjourned at 7:06 p.m.