

**MEETING MINUTES
OF
CATALYST ACADEMY CHARTER SCHOOL
August 2, 2022**

Held in Person at Catalyst Academy Charter School and virtually Via Zoom

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

Not Present: Bob Jones

Other Attendees: Brian Smith, Courtney Taylor, Matt Morella (SMGG)

Rachel Amankulor called the meeting to order at 6:09 p.m.

Public Comment: None

Introduction of Courtney Taylor. Mr. Smith introduced Courtney Taylor as the new principal at Catalyst Academy. Mr. Smith and the board shared excitement for Ms. Taylor to join the staff.

Approval of Minutes. The minutes of the June 7, 2022 meeting were reviewed. *Thomas Walenchok made a motion to approve the minutes as presented, seconded by Majestic Lane and carried unanimously.*

Financial Update. Mr. Smith provided a financial update. He reported that Catalyst ended FY 22 similar to what was projected in recent months' forecasts with a \$1.21M cash balance. The organization continues to be in good fiscal health.

Approval of Bills and Payments to Vendors. The lists of bills and payments to vendors for June 2022 were reviewed. *Majestic Lane made a motion to approve the bills and payments to vendors, seconded by Carey Harris and carried unanimously.*

Approval of University of Chicago STEP Data Services. Mr. Smith presented a proposal from the University of Chicago for STEP Data management and professional development services. The cost is approximately \$15,000 for the year. *Carey Harris made a motion to approve the University of Chicago proposal, seconded by Allison McCarthy and carried unanimously.*

Approval of McKamish Facility Maintenance Services Contract. Mr. Smith presented a proposal from McKamish for HVAC systems preventative maintenance. The cost is \$9,132.00 per year. *Majestic Lane made a motion to approve the McKamish maintenance services contract, seconded by Allison McCarthy and carried unanimously.*

Approval of Jounce Partnership Contract. Mr. Smith presented a services agreement with Jounce Partnership for direct leadership coaching and instructional coaching. The cost is \$60,000

for one year. *Allison McCarthy made a motion to approve the agreement, seconded by Majestic Lane and carried unanimously.*

Approval of City Wide Cleaning Services Contract. Mr. Smith presented a proposal from City Wide Facility Solutions to provide janitorial and maintenance services throughout the year. The cost is \$87,600 per year. *Majestic Lane made a motion to approve the City Wide proposal subject to review and approval by SMGG, seconded by Carey Harris and approved unanimously.*

PDE Comprehensive Plan. Mr. Smith presented Catalyst's Comprehensive Plan. *Majestic Lane made a motion to approve the Comprehensive Plan and submit it to PDE, seconded by Allison McCarthy and approved unanimously.*

Human Resources Report. Mr. Smith presented a list of hires and departures. *Majestic Lane moved to approve the list of hires and departures, seconded by Erin Stiling and carried unanimously.*

The board went into executive session at 6:37 PM to receive the Act 44 Safety Report.

The board returned from executive session at 6:45 PM.

Enrollment Update. Mr. Smith provided an enrollment update to the board. Catalyst is near capacity with only 4 kindergarten spaces available. Total enrollment is 254. The board expressed its excitement to have such healthy enrollment.

Attendance Strategy Development. Mr. Smith presented several strategies on how to establish, maintain and reinforce scholar attendance.

General Update. Ms. Taylor provided the board with information on Catalyst's Teacher Summer Training Camp. Some activities include a daily team huddle, ice breakers, social media challenges, and a DEI initiative.

There being no further business the meeting adjourned at 7:01 PM.