

**MEETING MINUTES
OF
CATALYST ACADEMY CHARTER SCHOOL
May 2, 2023**

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

Trustee Attendees: Tom Walenchok, Rachel Amankulor (joined at 6:20), Carey Harris, Erin Stiling, Allison McCarthy

Other Attendees: Brian Smith and Alan Shuckrow(SMGG)

Allison McCarthy called the meeting to order at 6:03 p.m.

Public Comment: None

Approval of Minutes. The Board considered the approval of the April 11, 2023 minutes.

Carey Harris moved to approve the April 11, 2023 minutes; seconded by Erin Stiling, and it carried unanimously.

Financial Update. Brian Smith gave an update on the status of the financials. The School now has a forecasted an 11.6% gross margin for the year. It will end the year with approximately 136 days of cash, well-above the recommended 60 days. Savings related to vacant positions as well as increased funding contributed to the good financial position. There was discussion about unfilled positions and the use of retention bonuses for those who return next year. Mr. Smith stated that he is focused on filling positions, particularly teaching positions.

Approval of Bills and Vendor Payments. Brian Smith presented the March bills and vendor payments. All is in order.

Tom Walenchok moved to approve the bills and payments to vendors; seconded by Carey Harris, and it carried unanimously.

Human Resources Report. Mr. Smith presented the report. There are three general education teachers on the list to be hired for next year. They are: Ashley Hilliard, Melinda Tipton and Bridget Sherry. Mr. Smith noted that they have increased the referral bonus program for current employees referring in new employees. Mr. Smith also noted that he is in the process of verifying which staff will be returning next year.

Carey Harris moved to approve the Human Resources report; seconded by Erin Stiling, and it carried unanimously.

The Board then announced that it will be going into executive session at the conclusion of the meeting to discuss the progress of the search for a new Principal. The Board then adjourned the meeting at 6:30 and went into executive session. Erin Stiling exited and did not participate in the executive session.