

**MEETING MINUTES
OF
CATALYST ACADEMY CHARTER SCHOOL
January 2, 2024
Held in Person at Catalyst Academy Charter School and virtually Via Zoom**

Trustee Attendees: Rachel Amankulor, Erin Stiling, Thomas Walenchok

Other Attendees: Brian Smith, Alan Shuckrow

Rachel Amankulor called the meeting to order at 6:10 P.M.

There was not a quorum of trustees in attendance and therefore, no formal action was taken. The Board did receive an update from Mr. Smith as to the status at the School.

Public Comment: None

Approval of Minutes. The minutes of the December 5, 2023, meeting were reviewed but not approved due to the lack of a quorum. The minutes will be voted on at the February meeting.

Financial Update. Mr. Smith presented the current revenues and expenditures and highlighted that the pacing is on point given that enrollment is lower than expected. Expenses have likewise been lower than budgeted.

Review of Vendor/Bill Payments. The Board briefly reviewed the list of payments but deferred action due to a lack of quorum.

Personnel Update. Mr. Smith reported that Megan Diggans, a grade level support teacher has been hired. Additionally, the nurse is reducing her schedule to one day/week.

TSI Designation. Catalyst has been notified by PDE that it has received a TSI (Targeted Support and Improvement) designation which is an early warning sign regarding that a school may need additional support, particularly regarding student achievement and attendance. Attendance is a main driver for why Catalyst has been designated TSI. As the Board is aware, improvement of attendance is a major focus this year. About 500 schools in Pennsylvania have received this designation and so Catalyst is not alone. Catalyst is receiving information from PDE about what is required in terms of an improvement plan which will need to be approved by the Board. This designation will become public as of January 22, 2024.

Academic and General Update. Mr. Smith shared good news that a schoolwide goal had been reached as of December 21, 2023 wherein the classrooms would average a “solid” score of “3” in on-task behavior, up from a 1.9 score. Indeed, the average on December 21 was 3.2 which means the goal was achieved. Additionally, for the School’s iXL proficiency tool, there was significant

participation over the Winter break which Mr. Smith sees as a positive sign. Finally, in STEP/Univ. of Chicago growth, the School beat expectations, particularly in 2nd and 3rd grade.

The members present also had a brief discussion with Mr. Shuckrow about the process for charter renewal. On July 1, 2024 Catalyst begins the final year of its charter and will be requesting that PPS renew the charter. Mr. Shuckrow shared some of his experience with that process.

There being no further business, the meeting was adjourned at 6:50 p.m.