

The Soulard School
Board of Directors Meeting
12/15/22, 4:00 held via Zoom

Board members present: Jay DeLong, Steve Groves, Jamie Boyer, Pam Retzlaff, Ron Kempworth, Anne Kraus

Board members absent: None

Administrators/presenters: Sarah Christman, Eleanor White, Samantha Fisher

Guests: Tad Hartmann, UMSL Sponsor ED

Notes: Eleanor

1. Roll Call (4:00)
2. Welcome & Opening Comments
 - a. Charter politics - possible Confluence/SLPS relationship reflects movement toward collaboration between schools
3. Review consent agenda items
 - a. Consent agenda items including prior meeting notes and Sept/Oct financials approved unanimously
4. School Related Items - Sarah/Eleanor
 - a. Total enrollment 128
 - i. Budget was built around 130
 1. Will this affect our budget? - It shouldn't affect it much because we build our budget conservatively - last year we went down to 125 after being at 130 and we were still able to cover all costs
 - b. Attendance report - 92%
 - i. It has been a hard year with a lot of illness - we are usually above 95%
 - ii. Covid, RSV and flu have all been factors
 1. Offered parent/staff Zoom with Dr. Jason Newland about winter illnesses
 - iii. Charters can now (like districts) use their best attendance for a 3 year period in calculating payments, so this can help balance out bad years
 - c. Open House and Enrollment
 - i. Open House is 1/28/23
 - ii. MCPSA school fair is 1/21/23
 - iii. Preparing to mail out targeted mailing postcards for Open House
 - iv. Application 2023-24 is open - already have 30 applications, mostly KG
 - d. Tech upgrades
 - i. New ceiling-mounted projectors installed last weekend through ITEF grant
 - ii. Other tech purchases coming soon
 - iii. Upgraded wifi is working great
5. Financials - Ron
 - a. Audit is complete for 2021
 - i. New auditing company - process much smoother

- ii. No internal control weaknesses identified or management comments submitted
 - iii. Working on a process to address the due to/from and document process for fund transfers/donations between TSS and SEC - MOU draft will be part of that conversation. Clarify how we share services.
 - iv. Vote to approve the audit - approved unanimously
 - b. Salary scale proposal - Jamie
 - i. Draft was presented to select staff members
 - 1. Received positively by staff
 - ii. Ongoing things to consider:
 - 1. Balance of benefits - salary, pension, insurance, etc.
 - 2. Sustainability of plan - is it sustainable with our budget long-term?
 - 3. How will the teacher scale translate for admins and hourly/part-time staff?
 - iii. Next steps -
 - 1. Finance committee will review draft of salary scale for admin and part-time staff at next week's meeting
 - 2. Then review potentially with all staff
 - 3. Tie into intentions meetings with staff in Jan/Feb
 - 4. Ask for board approval of salary scale at February meeting
 - 5. Contracts for 2023-24 will be issued in March with new salary rates
6. Governance Committee - Steve
 - a. No major updates
 - b. Goals
 - i. Align policies - possibly helped by law students/interns?
 - ii. Board recruitment and onboarding processes
7. Conflict of Interest Assurance Statement
 - a. New form that we need completed from all board members
 - b. Was included in board packet but will be sent separately as well
8. DEIB Committee - Anne
 - a. Met with Ed Equity in November to review audit document with admin and key stakeholders
 - b. Transitioning to Gladiator Consulting to help us complete the audit review process
 - i. Creating separate trainings for us to help us with difficult conversations to lead conversations with community about the audit results
 - ii. Goal to present to community in February/March
 - c. DEIB Parent Committee working on:
 - i. Creating book list for parents
 - ii. Updated DEIB bulletin board
 - iii. Screening Wakanda Forever for TSS families next week
9. Strategic Plan update
 - a. All board members are asked to schedule a meeting w/ Gladiator
 - b. Review timeline for strategic plan - we are on track to be done in May
 - c. Needs from board?

- i. Our timeframe may be being pushed forward depending on Boys Club's timeline for use of their building
- ii. Consider how salary scale and budget will work together long-term
- iii. Need great people in the room with knowledge about real estate, marketing, fundraising
 - 1. The next 3 years will be crucial to school's long-term structure

10. Other business

a. Development updates:

- i. Clovers & Stars fundraiser in October was great
 - 1. Best attended ever, great music by a TSS parent
- ii. Giving Tuesday
- iii. Looking ahead to GiveStL Day and spring fundraiser

11. Adjournment (4:51)

The Soulard School Board Meeting public participation provides each speaker no more than 3 minutes and each topic is limited to no more than 20 minutes except with the concurrence of the majority of the Board of Directors.

Next Meeting Thursday, December 15th 4pm