



## Mission Preparatory

### Minutes

#### General Board Meeting

All meetings are in-person.

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#### **Date and Time**

Thursday August 15, 2024 at 4:30 PM

#### **Location**

The Abraham Joshua Learning Commons  
1050 York st - Second floor

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#### **Directors Present**

C. Craig-Chardon, D. Goldberg, J. Garcia, N. Driver, S. Cronin

#### **Directors Absent**

D. Monte, L. Alvarado

#### **Guests Present**

B. Fleming (remote), C. Jerez

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#### **I. Opening Items**

##### **A. Record Attendance**

##### **B. Call the Meeting to Order**

J. Garcia called a meeting of the board of directors of Mission Preparatory to order on Thursday Aug 15, 2024 at 4:40 PM.

## II. Consent Calendar

### A. Approve Minutes

N. Driver made a motion to approve the minutes from General Board Meeting on 06-06-24.

C. Craig-Chardon seconded the motion.

The board **VOTED** to approve the motion.

### B. EdTec Contract

Review of 2024-2025 contract with EdTec (change in price \$165,000- \$180,000 due to inflation and increase in services).

### C. MPS Prop 28

### D. Declaration of need

New sick leave policy for hourly employees, SF Unified giving money for VAPA

### E. SY24-25 Mission Prep Handbook

## III. Executive Director Updates

### A. Update for SY24-25 Launch

Enrollment update: 492 students enrolled, grew TK from 12-14 students, over enrolled in 1st grade, some spaces available in 2nd and 4th grade. One open position staff position in 2nd grade. All lower elementary teachers trained in Science of Reading.

## IV. Finance

### A. Budget 24-25 Update

Some increasing in special education and lottery funding from the state, additional facilities rent cost, increased funding for local parcel taxes, and increased salaries and benefits for additional community liaison, art teacher, and ELOP (Extended Learning Partnership) staffing, which nets 308k in operating costs. Moved after school programming away from Boys and Girls Club and will provide those services onsite, which creates an increase in costs. MP is solvent with reserves despite the new changes.

## V. Governance

### A. New Board Member

Colin Smitt worked with MP on outdoor spaces as part of America Scores and would like to join the Board.

**B. Board Member Vote**

N. Driver made a motion to Approve the election of Colin Smitt.

D. Goldberg seconded the motion.

The board **VOTED** to approve the motion.

**VI. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:07 PM.

Respectfully Submitted,

C. Craig-Chardon