

APPROVED



## Butler Academy

### Minutes

#### Board Meeting

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##### Date and Time

Wednesday August 17, 2022 at 5:30 PM

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##### Trustees Present

' Tyree, E. Mobley, J. Shannon, K. Flaherty, M. Brown, M. Bunnell, S. Wilson

##### Trustees Absent

T. Goodson Jr.

##### Guests Present

J. Reyes

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#### I. Opening Items

##### A. Record Attendance

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

M. Bunnell called a meeting of the board of trustees of Butler Academy to order on Wednesday Aug 17, 2022 at 5:32 PM.

##### C. Approve Minutes

J. Shannon made a motion to approve the minutes from Board Meeting on 05-18-22.

M. Bunnell seconded the motion.

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

## **II. Public Comment**

### **A. Public comment**

No public comment was made.

## **III. Updates from Vice President of Operations**

### **A. Enrollment updates 2022-2023 school year**

at full capacity at 288, with 44 scholars per class at 5th and 6th grade. There are waitlists for 6 grade levels.

At 5K and 1st grade, has a teacher and a TA per class. There is a lead teacher in each grade class.

2nd 3rd and 4th grade have Grade Level Assistants (GLA).

5th and 6th grade have 3 GLAs.

### **B. COVID updates**

No longer contact tracing. Continue to follow CDC guidelines. Accepting home COVID tests. There were several faculty members positive in the first few days after school opened, but positive cases have been less.

## **IV. President Support Committee updates**

### **A. Evaluation of CEO**

Committee will be meeting with the co-founders then a link will be sent out to board members to fill it out and complete the evaluation. The committee will then summarize and present its findings to the board.

### **B. Evaluation of co-founder/Vice president of operations**

Evaluation of the co-founder/VP of operations will be based upon the tool the school leader uses to evaluate staff, however it will be formatted to the board on track platform so that the board can evaluate and summarize. An email should be sent out with links for board members and key members of those that report to the VP of Operations in the coming weeks.

### **C. Report from Dean of Students on DESSA and socioemotional growth of BA scholars '21-'22.**

The state is going to mandate a socio-emotional screening tool and BA has already been implementing it.

BA uses the DESSA K-8 tool and is observational. Mini DESSA implemented three times a year.

Small groups are created for those identified with needs and get reevaluated again every 8-9 weeks. Parents consents are attained before any kind of mental health intervention. At the middle school level, the homeroom teacher will be responsible for answering the DESSA for scholars.

It was shared how the number of individual scholars meeting intervention decreased 50% from July 2021 to Jan 2022.

## **V. Updates from School President**

### **A. Academic update**

Grades haven't officially come out yet. Should have data by the next board meeting. Will invite the dean of academics to present data.

Moved family-teacher conferences to the middle of the quarter to show families how their scholar is performing and how they can support their scholar. This helps teachers build relationships with families early on in the year. Trying to get data driven language with parents to show growth of their scholars, e.g. national percentiles. A list of questions will be sent home with scholars on what they can ask their teacher, together with MAP testing data.

scrreportcards.com will allow the public to see how schools compare amongst each other.

## **VI. Governance**

### **A. Board expansion**

Mandatory board training on August 20th virtual training. Email sent out with registration details. Board members who have already taken board training but with to refresh are welcome to register, but is required by law for new board members.

Still in the process of connecting our two top candidates for board seats with the school president.

### **B. Board meeting calendar**

Board agreed with the proposed calendar for the rest of the year.

August 17

Oct 19

Feb 15

Apr 19

It was encouraged that committees still continue to meet regularly.

## **VII. Finance**

### **A. Finance Summary**

May summary- significantly increase of revenue from the district just from when things were submitted and reimbursed. Revenues are 90% of budget with positive income.

June summary- revenue increased compared to last year. Budget has also increased this year but this is in line as a non-profit organization. Will adjust the budget for next year. Audit is starting soon.

July summary- still in the process of getting the different expense labels to make sure things are aligned more with budget. Now have 2 years of data of how we have been spending. Will be talking with Veris to ask how they can better support the school.

## **VIII. Scholar experience committee**

### **A. Scholar experience updates**

Have been collecting data for disciplinary reports and academic performances to discuss between the committee and the school president. Another conversation is how scholars at BA can try out for sports at HMS. Needs to have verbage updated in the scholar handbook. Will probably need to start working on an elementary, middle school and high school handbook.

## **IX. Development Committee**

### **A. Development committee updates**

Priorities- design and developing strategies to fundraise. Secure philanthropic funding and boost external communication. This year, want to start a Founding Friends of BA, have programs to invite donors to adopt a classroom. Start community breakfasts, donor visits and solicitations. Want to invite community members this year. There is an annual fund and a Founding Friends campaign as well. Trying to engage donors. There is vision for capital campaigns, an endowment or a 501(c) foundation. Discussed concrete ways that board members can help the development committee.

## **X. Facility**

### **A. Growing the school grounds**

conversations on-going with land-lords on how to grow the school as BA expands to the HS in the next few years.

## **XI. 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 7:14 PM.

Respectfully Submitted,  
M. Bunnell