

The Emerson School Board of Directors Meeting Minutes

Date/Time: October 24, 2022, 5:00 PM - 6:00 PM

Location: Call in via Zoom

Members Present: Sunita Sandoz, Jesse Sweet, Jill Sorber, Deb Brown, Kapil Dev, Matthew Ellis.

Members Absent: Eric Maxen.

Guests/ Public Attendees: Staff Rep Kim Finn.

| Time Allotted | Topic from Agenda | Notes |
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| 5:00-5:10 | Welcome & check-in | Brief greetings, review of meeting agenda and protocol. |
| n/a | Review and Vote: Meeting Minutes for September 2022. | Discussion / Corrections: None. Jesse motions to approve the Sept 27, 2022 Meeting Minutes, Jill seconds. → All in favor, none opposed, none abstain. |
| 5:10 - 5:15 | Review and Vote: Budget 2022-2023. | Discussion: Budget clarification (line item 6290 Support Services Insurance) from question last meeting - insurance and benefits are being allocated to different categories this year compared to last, with more positions allocated to instructional staff vs. administrative or support staff. Separate categories for SIA and ESSER-III wages/benefits are also in use. Jesse motions to approve the 2022-23 Budget. → Kapil seconds the motion. → Vote: Jesse, Deb, Matt, Kapil, Jill in favor, none opposed, Sunita (staff) abstains. |
| 5:15 - 5:30 | Board recruitment and bylaws – plan, timeline. | Board Recruitment: current members include one member with graduated students, and four with 5th graders. Ideas: recruit parents of younger children; recruit outside Emerson to build fundraising potential, but this may be challenging and is not the model most charter schools use; advertise on Emerson website / social media; recruiting grandparents, former teachers, or educational leaders in the community. Screening and interviewing applicants can be time-consuming. Timing goal: January 2023 to start process of recruitment. |

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| 5:30 - 5:50 | <p>Updates and discussion:</p> <ul style="list-style-type: none"> ● Development (Annual appeal, auction, FES fundraisers) ● Community events (Lantern Walk, other events) ● Enrollment update ● Funding update | <p>Development: Lots of energy and momentum in FES activities and fundraising. Auction Committee is meeting and planning for spring event. Both are increasing capacity with engagement of new parent volunteers.</p> <p>Community Events: Lantern Walk preparation is generating excitement.</p> <p>Enrollment: 7 students have enrolled, 8 more students are looking at Emerson. Hoping to reach a goal of 120 students soon. Recruitment has been requiring a lot of individual conversations and tours per Sunita as families decide if Emerson is the right fit. Transitioning new students into a class requires some extra effort for teachers as well.</p> <p>Funding: ESSER-II has been used as of last year. Rachel's position (Instructional Support Teacher) is funded for this year and three-quarters of next school year via ESSER-III; the school will fund this position for the remaining quarter of next year. SIA funding supports 100% of Jo's Instructional Coach position. Supervising EA (Ashley) is funded by the school.</p> |
| 5:50 - 5:55 | Next Meeting | Monday, Nov. 28th, 2022 |
| 5:55 - 6:00 | Public Comment | None - Meeting adjourned 6:02 pm. |

Approved: November 28th, 2022