



Board of Trustee Meeting  
 October 23, 2023  
 at 7:00pm

Attendees	Dermoth Mattison, Executive Director (ex-officio trustee)	Present
1	Keith Brown (Chair)	Present
2	Kanika Mobley (Secretary)	Present
3	Adel Hageb (Treasurer)	Present
4	Margaret Banks (Trustee)	Present
5	Michelle Haynes (Trustee)	Absent
6	Karlene Cowan (Trustee)	Present
7	Kevin Warren (Trustee)	Present

Meeting Agenda

1. Welcome
2. Call to Order and Roll Call
  - October Board Meeting called to order at 7:45 pm
3. Approval of September Meeting Minutes
  - Motion to forego reading September meeting minutes. Kanika Mobley accepts the motion. Adel Hageb seconded. Motion carried unanimously.
4. Public Comment Period
  - No comments
5. Executive Director's Report
  - Facility Update
    - Seeking Certificate of Occupancy for 84 Carleton Ave site.

- Designing a banner and sign for the building for recruitment and branding purposes.
    - Operations Update:
      - School enrollment tracker
        - 152 students enrolled
          - May lose one student to homeschooling
          - 12% SWD
          - 46% ENL
        - Enrollment is good and above the expected number
      - Utilizing Power School for student information management
        - Final number of students who qualify for free or reduced lunch is yet to be determined.
      - October attendance improved from September
        - Kindergarten 86% increased to 91%
        - 1st grade: 85% increased 89%
      - Launching student recruitment efforts including student applications
    - Academic Update
      - Guided Reading, CGI, Social Studies and Science were launched
      - Administration of the MAP assessment in math
      - Coming to the end of launch units in Reading and Writing
        - Starting unit 1 next week
6. Financial Updates
  - Adel Hageb (board treasurer) lead finance report
    - 29% of the budget spent with 71% remaining
    - Expected expenses for second half of the year (recruitment and marketing)
    - SSCS currently holds accounts receivable balance.
7. Executive Session
  - Motion to enter into executive session. Margaret Banks motions to move into executive session. Kanika Mobley seconded. Board enters executive session at 8:35 pm.
  - Board returns from executive session at 8:57 pm.

## 8. Adjournment

- Motion to adjourn the meeting. Adel Hageb motions to adjourn the meeting. Margaret Banks seconded. Meeting adjourned at 8:58 pm.

Next meeting scheduled for November 30, 2023 at 7 pm at 25 Church Street.