**July 20, 2020 Board Meeting**

Location: <https://matchbooklearning.zoom.us/j/81371971260>

Time: 5:00pm

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| **Board in Attendance** | **Non Board Members Attending** |
| Sajan George - Board Chair – On Phone  Russell Menyhart- On Phone  Douglas Hairston -  Ali King - On Phone  Maureen Donohue Krauss – On Phone  Mike Cosack – On Phone  Jenny Davis Poon -.On Phone  Starla Hart – On Phone  Bill Taft – On Phone  Dr. Kurt Nelson – On Phone | Dr. Amy Swann, Matchbook Learning CEO & Head of School  Don Stewart, Matchbook Learning Director of Operations  Karen Wright, Matchbook Learning Principal  Eric Mcguire, Matchbook Learning  Shiela Corbin, Matchbook Learning Principal  Darreyl Laster, Matchbook Learnin Instructional Coach |

**5:00 pm: Welcome. Roll call for attendance must be done with recorded verbal responses noted in the minutes. Additionally, any Board votes must also be done via roll call and recorded.**

**Vote to** **Approve linked** [**May 2020 Board Minutes**](https://drive.google.com/file/d/1289N_xXCmHidFRoLCZCDyBhFKUVYCpWZ/view?usp=sharing)**.**

**Mike Cosack motion to approve Board Minutes seconded by Kurt Nelson all approved.**

**5:05 pm** - **Closed Board Session for Personnel Review – Swann**

**Sajan George motion to move into executive session seconded by Mike Cosack all approved.**

**6:00 pm - FINANCE COMMITTEE REPORT.**

Due to the extra technology we needed to purchase for COVID replacements, preparation for future fiscal cuts from the legislature until 2025, preparation to be virtual any day while relaunching school during a pandemic as well as the additional PPE costs and grants, we found it necessary to revise the 2020-21.

**Vote to Approve linked revised** [**2020-21 Budget.**](https://docs.google.com/spreadsheets/d/1eliUl1heHGeoJrl23s_ANAkUL6GvvtTpP9Xvz59kvow/edit?usp=sharing)

**Mike Cosack spoke about the financial status of the school. Explained that the schools cash on hand is in a good position. Dr. Swann spoke about possible budget reductions in the coming years. Dr. Swann spoke about the reason IPS delayed the start of school for 2 weeks.**

**Sajan discussed giving Mike Cosack the Finace chair permission to approve budget approvals for COVID related items. Mike can approve budget adjustments of up to 50K.**

**Mation to approve 2020-21 budget and give finance committee the authority to approve up to 50,000 in COVID items by Sajan George seconde by Mike Cosack**

**Donovan letter of approval to do our annual audit again for the 2020-21 school year for $23,880 that is included in both the original budget as well as the revised budget.**

**Mike Cosacak motion to approve Donovan to complete the schools audit seconded by Sajan George all approved except Alli King due to a relationship with Donovan.**

Our current cash position as we ended the 2019-20 school year is $1,953,000 with $1,453,000 as cash on hand and $500,000 in our future needs fund for curriculum replacement. Based on our finance committee goals, we are currently in a strong position for now. Legislatures and researchers have predicted that while state school funds, since they were voted on as a two year package may remain the same for the upcoming school year. After the upcoming school year the predicted decreases in funding will continue through 2025.

In May the Board voted to allow the finance committee to pursue new contract services for the 2020-21 school year in order to decrease costs and select a vendor that would remain within the annual budget. The committee decided on Executive Image Building Services and would like for the [**Board to Vote on the Linked Custodial Services contract.**](https://drive.google.com/file/d/1JJa54kDlpFeT5S_ML9AMyn57PgX4vnTA/view?usp=sharing)

**Motion to approve Custodial contract by Sajan George seconded by Mike Cosack all approved.**

Additionally, as we look towards the possibility of being virtual at any moment we know that we need to get the best technology platforms that bring together the most accurate and efficient data for us to base our instructional and financial decisions on. For this we would like to replace BrightBytes and AimsWeb with Iluminate Fast Track Progress Monitoring, DNA Assessments, and Behavior Platform. Illuminate is what Matchbook Learning utilized and had great results with in the past. Originally the company was not distinguishing us from the original Matchbook Learning company and called into question some old invoices. Once we finally got them to understand that we are a different company, we found a path forward. Illuminate is one of the state approved vendors for the annual assessment grant and they will cover approximately $6K per year of the cost. This would leave us with $12K to pay which is less than the cost of the programs that it will replace and put our behavior, attendance, MTSS, and academic data all in one place. **Board Vote to Return to Utilizing and annually contracting with Illuminate.**

**Sajan George motion to approve contracting with Illuminate seconded by Mike Cosack all approved.**

**6:30 pm** **ACADEMIC UPDATE**

In the 2019-20 school year, during the time that we were fully virtual and our building was shut down for COVID-19, 224 of our students grew in reading and 186 grew in math.

**The board needs to vote on if we are going to follow the IPS lead on delaying our full school start to August 17th and possibly stagger days for K-2 the week before Aug 10th** to give them supplies for home as well as to prepare them for safety and social distancing before the full school starts. **Additionally, the CEO is asking permission to adjust the calendar to ensure that the additional days needed**, due to possible delays, are added back into the school calendar year to ensure that we **meet the state requirements for 180 academic days.**

**Dr. Swaan discussed the importance of maintaining a 180 day school calander and possibly extending school to the summer. She also discussed the importance of taking the 2 weeks that IPS is taking before starting school. All staff on the call agreed to reopen on 17 August.**

**Motion to delay full opening to the 17th. Open 10th of August for virtual students. All approved Sajan George voted No he is not opposed to opening would like to open on 3 August as planned.**

**6:50 pm** **OPERATIONS UPDATE**

The linked [Board 2019-20 Dashboard Goals](https://drive.google.com/open?id=1lFek1B5V6jtoV8wHIdq5UhZpxApuJYwC) reflect the end of the year data shared during the May board meeting. We are on track for the majority of our goals. There are a few goals such as student surveys and iLearn scores that we were not able to complete this spring because of the COVID19 closure but we are looking to the future and working on improvement plans to make sure we hit those targets if we are back in the building next school year.

In the area of operations there are several things to discuss looking towards next year. The linked [Board Review of Re-Opening School During COVID Process](https://docs.google.com/document/d/17Zm8H3HD5g74eTs-q30nx76rXirIebXZxLIrdti_eRI/edit?usp=sharing) document outlines the plans and processes to be discussed that we have been working on in collaboration with IPS and the Marion County Health Department.

**6:25 pm** **PUBLIC COMMENTS.**

**6:30 pm** Adjourn.

**Motion to adjourn by Sajan George seconded by Jenny Poon all approved.**