

**Matchbook Learning
November 16, 2020 Board Meeting**

**Location: City Wheels Building at: 2409 East Washington
&**

Virtually at: <https://matchbooklearning.zoom.us/j/81371971260>

Time: 5:00pm

Board in Attendance

Sajan George - Board Chair – phone
Russell Menyhart- phone
Ali King - in person
Maureen Donohue Krauss – absent
Mike Cosack – phone
Jenny Davis Poon - phone
Starla Hart – phone
Bill Taft – phone
Dr. Kurt Nelson – phone

Non Board Members Attending

Dr. Amy Swann, Matchbook Learning CEO & Head of School
Don Stewart, Matchbook Learning Director of Finance
Eric McGuire, Matchbook Learning Director of Personalization

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.

Attendance Roll Call	
Sajan George	Present (phone)
Russell Menyhart	Present (phone)
Ali King	Present (in person)
Maureen Donahue Krauss	Absent
Mike Cosack	Present (phone)
Jenny Davis Poon	Present (phone)
Starla Hart	Present (phone)
Bill Taft	Present (phone)
Dr. Kurt Nelson	Present (phone)

Vote to Approve linked [September Board Minutes](#).

Vote to Approve September Board Meeting Minutes	
Sajan George	Second
Russell Menyhart	Motion
Ali King	Yes
Maureen Donahue Krauss	Absent
Mike Cosack	Yes
Jenny Davis Poon	Yes

Starla Hart	Yes
Bill Taft	Yes
Dr. Kurt Nelson	Yes

The motion to approve September’s board meeting minutes carries.

5:05 pm - COVID Updates

Eric McGuire will update the board on our current status based on the most recent information from the health department and our updated numbers.

Board discussed various data points regarding COVID 19 safety plan, case numbers, and working with ISDH and Marion County Public Health Department regarding metrics for fully online instruction. Board was briefed on contact tracing standards and other aspects of school safety plan.

5:15 pm - FINANCE COMMITTEE REPORT.

Our current cash position is \$1,676,722 with \$926,722 as cash on hand and \$750,000 in our Future Needs Fund. Based on our finance committee goals, we are currently in a strong position for now and are looking towards a strong future. Mike Cosack can explain the increased Future Needs funds to \$750K from the \$500K we were saving.

Legislatures and researchers have predicted that while state school funds have not yet changed, the upcoming school year will see cuts and the predicted decreases in funding will continue through 2025. Additionally, according to Legislatures the win in the upcoming sessions will be if funding remains the same. Restructuring is likely necessary due to the financial cuts coming and the board will be updated on the financial cuts as soon as we are aware of the amounts.

Due to the fact that our enrollment is up to 658 from our projected 620 (count day we were at 643), we will get an increase in our general funds starting in November that will increase our annual revenue by over \$175K. If we maintain our increased enrollment through the February count day, that will give us an even larger increase in our funds.

Since we are not able to combine groups of students due to COVID it takes additional supplies and staff to meet the intervention, special education, and EL needs of our growing student population. Therefore, as Don Stewart can explain, we are requesting that the increased \$175K be allocated in a budget amendment of \$125K to staffing and an additional \$50K to curriculum and supplies. Additionally, the Finance Committee has shifted \$45K into a budget line for COVID funds.

Vote to approve the linked [Current Financial position](#) and the amendments to the budget moving \$175K to staffing, curriculum, and supplies, \$45K into a budget line for COVID and having the goal of one million dollars in the Future Needs funds by the end of the fiscal year.

Vote to approve current financial position and budget amendments.	
Sajan George	Second
Russell Menyhart	Yes
Ali King	Yes
Maureen Donahue Krauss	Absent

Mike Cosack	Motion
Jenny Davis Poon	Yes
Starla Hart	Yes
Bill Taft	Yes
Dr. Kurt Nelson	Absent

The motion to approve current financial position and budget amendments carries.

5:35 pm ACADEMIC UPDATE

We will begin with looking at our current online data, led by Eric McGuire, and then transition into our academic discussion on how we can maintain Matchbook Learning best practices in either a fully virtual or hybrid school.

One of the questions Bill Taft brought up in our last meeting was, how do we ensure that we don't lose the great things that make us Matchbook if we go to a virtual model. To help demonstrate how we virtually maintain Matchbook best practices and how we make sure social emotional learning is still a key part of what we do, **teachers Jeff Mayo and Kayla Johnson** are now going to join us and show you current practices.

To help us all think about learning in the community as well as preparing students for college and/or career pathways Jenny Poon has put together a [list of models and examples](#) that we are beginning to study and learn from. We are also meeting (for those of us comfortable with wearing masks and meeting in person) at the City Wheels facility so that you can see what possible ground floor spaces might look like.

Supporters of a hybrid 6-12 model that would be learning in the community with career pathways and learning pods so far include:

- The Mind Trust
- 16 Tech
- OEI is interested in seeing us put together a proposal
- Youth for Christ as a Partner
- New School Venture Fund (no funds at this time but thought partner support)

Community Partners that we are starting to connect with on this also include:

- Purdue Extension - 4H
- Build
- Ivy Tech
- Marian University
- Local Churches & Pastors

Board discussed multiple opportunities for expansion and requested a detailed proposal to be submitted before the January board meeting. This information will include all options regarding possible educational models and grade levels. Additionally, the proposal must include information regarding building/location sites, replication, restart, innovation partnerships, etc.

5:50 pm COMMUNITY UPDATE

Really exciting updates include Eagle Church has taken on the challenge of making sure our families still have Thanksgiving Dinner! Even though we won't be able to eat with our families this year we will make sure all who want a Thanksgiving dinner will be able to get that through a safe drive through line.

Thanks to those of you on the board who helped us to get the Halloween Candy that we needed! It was a wonderful outdoor event for the community. We still have several school needs including clothing for

students in need, machines such as cotton candy, snow cone, and popcorn so that we can make things to celebrate students and classes that do amazing things, as well as the ongoing need for sanitizing wipes and sprays. To see our wish list and help us get some of these items go to: <https://a.co/9rpxnVy>

We are planning to still do our annual Celebrations of Learning only; they will be virtual this year and we look forward to updating the board further as we get ready to launch.

6:10 pm OPERATIONS UPDATE

Here is our current [Matchbook Learning video](#) to help give you a further look into our 2020-21 school year. If you haven't watched it, enjoy!

Linked is also the Board's [Goal Tracking Dashboard](#). As you can see from the dashboard we are either already in the green for most goals and those that are not met are yellow and on their way to being met. The one goal that might remain yellow this year is the attendance goal which is affected by the pandemic.

Don Stewart to share an update on how the shift in custodial services is going this year.

We have our [Whistle Blower Policy](#) that was linked for the Board in September and is now ready for the board to review and vote on as a new policy.

Board discussion about whistleblower policy. Recommended additional edits to reporting concerns via lower levels rather than direct to core leadership team. Board wishes update to policy to possibly include third party reporting structure or edits for alternate routes for reporting to a trusted party.

Board will vote on Whistleblower policy after proposed updates in January board meeting.

6:25 pm PUBLIC COMMENTS.

6:30 pm Adjourn.

Vote to Adjourn	
Sajan George	Yes
Russell Menyhart	Yes
Ali King	Yes
Maureen Donahue Krauss	Absent
Mike Cosack	Motion
Jenny Davis Poon	Second
Starla Hart	Yes
Bill Taft	Absent
Dr. Kurt Nelson	Absent

The motion to adjourn carries.