



## Board of Directors Meeting

MADISON, WI

**September 21, 2022 @ 7pm -8:30 (Virtual)**

### **Attendees:**

**Present:** Noah Relles, Debbie Hemb, Penny Robbins, Jenny Huffman, Laura Chidylo, Coral Manning, Ben Williams, Kimberly Aguilera, Elizabeth Klak

**Absent:** Erica Gittings, Andy Mueller, Jennifer Johnson, Jieli Wei

7:05 pm                      **Welcome and Approval of [August Minutes](#)** (Debbie)

**Vote:** Motion to approve minutes by Ben Williams, seconded by Elizabeth Klak to approve the August minutes

Approved unanimously (8 ayes/0 nays).

### **New Business:**

7:07 pm:                      **Director's Report** (Penny) Reviewed the Director's Report which included:

- Updates on back to school nights that occurred the week of September 12-16.
- First three weeks of school have gone well with no COVID cases in school yet.
- Meeting next Wednesday to have discussion around our present policies.
- Penny is meeting with all involved in the strategic plan in the coming weeks to finalize it in early October for presentation to the board.
- One teacher is leaving at the end of the month to pursue a different career. The support that PSA provides its teachers through time off, PD and time between summer and school year to switch classrooms.
- Still looking to fill two afternoon teacher roles. Several times, people have not shown up for scheduled interviews.
- Low number of 9 month and half-day contracts which is good for the budget.
- 126 kids on the waitlist and 40 requests for next year already.
- Only 9 spots left for summer currently. Looking at options to offer more summer for alumni.

### **Committee Updates:**

7:10 pm:                      **Finance Committee** (Debbie)

Debbie reviewed the financials and they are in good shape. Noah is working on the land lease and everything still looks on track. We are waiting on the Research Park lawyer to

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write an amendment to our lease. We have about \$2.1 M to invest but still exploring options. Within the next couple weeks, we should have the annual finances closed out.

7:15 pm: **Diversity, Equity, and Inclusion Committee** (Jenny)

Jenny reviewed the [DEI Committee Report](#) which covered the following:

- Hannah Button Harrison stepped into the fourth co-chair role in Policies and Practices sub-committee.
- Staff and chairs met during teacher work week to share updates and plans for the next year.
- Have been refining the system for getting help on projects more specifically rather than just in general being involved in DEI.
- Jenny updated the Standard Operating Procedures for DEI now that this is more clear.
- Jenny provided updates on each subcommittee which are outlined in the report.

7:29 pm: **Governance Committee** (Coral)

Coral reviewed the [Minutes for the Governance Committee](#) and noted that we have three parents and one staff person who have already expressed interest in being on the board next year. The timeline is:

- Laura will collect the nomination photos and statements and send them to Coral by 10/1.
- Coral will update the ballot and send out the email instructing PSA community members to vote on 10/3.
- Executive committee will meet 10/12 to discuss the results.
- Applicants will be notified by Debbie by October 14.
- Results will be announced October 17.

Laura discussed the idea of having board member buddies for the new board members to feel more included and know what to do as they come onto the board. Please send an email to Laura if you'd like to be a buddy.

Laura will also reach out to Abby to get meeting minutes added to the PSA Board website along with instructions for attending meetings if anyone wants to attend.

**Other Business:** None

7:37 pm **Adjourn**

**Vote:** Motion Elizabeth Klak, seconded by Ben Williams to adjourn the meeting.

**Next meeting: Thursday, October 27, 7 PM**

**November meeting will be November 17 at 7 PM. It will be a full board meeting followed by an orientation for new board members. Board committee chairs are asked to stay and attend the orientation for the first few minutes to describe their committees.**

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