

TTMS Board of Trustees

Meeting Minutes: Tuesday, Sept. 13, 2022

Present: Jeremy Valdes, Chynna Jeremiah, Jill Big Eagle, Eric Aasness, Ken Hanks, Teresa Rao, Nicole Cook

Absent: Meghan Mull

Guests: None

Approve Consent Agenda

Motion: Chynna moves to approve the consent agenda. Jeremy seconds; No discussion; All vote in favor. Motion passes.

Head of School's Report

Recent Summer Events

- September 6 Open House for Returning Students
- September 7 First Day of School for Returning Students
- September 8 Back to School Night - Toddler
- September 9 Back to School Picnic
- September 11 Mariners Game (101 tickets sold)
- September 12 Welcome Gathering - New Toddler Families
- September 12 Back to School Night - Primary

Upcoming Dates

- September 20 Back to School Night - Elementary
- October 8 Pumpkin Patch Visit
- October 18 Coffee and Conversation
- October 22 Barn Dance

22/23 School Year Enrollment Update (9/11/2022)

Total Number of Students Enrolled: 195 (+3)

- 38 Toddler 158% of max capacity (10 will move up during the year and new ones will join as spaces open)
- 110 Primary (+3) 89% of max capacity (95% by end of year)
- 30 Lower Elementary 100% of max capacity
- 17 Upper Elementary 65% of max capacity

Staffing Update

- Open positions: At least 1 Support Staff
 - 1 Classroom Assistant
 - 1 Business Manager (alternate: hire a part time facilities person and part time bookkeeper)
- Lower Elementary Guide to begin August 2023

- Feedback from the Assistant training during prep weeks was good both from our staff and staff that attended from other schools.

Building Repairs and Maintenance

- The parking lot was repaved and striped.
- The insurance company is requiring us to change out the two electric panels in the blue house and the one in the garage.

Development/Advancement

- The Annual Fund will happen again this fall. Nicole Banta has been retained to lead it again this year.

Tukwila Property

- Exploring options for insurance changes as well as possible tenants., Some repairs are needed due to a recent plumbing issue.

Vans

- Still waiting to hear from insurance whether the green van will be totaled. We have not heard anything about the blue van's location. Vans are drivable but in poor condition. Looking at used vans as replacements. Considering options for travel to events in the interim.

Board & Standing Committees Updates

Finance Committee

- Cash Balances at \$1,396,219 as of 8/31/2022.
- Net Income/Loss for August was (\$135,300)
- Expenses included Paving project of \$31,000, Payment of \$22,466 to IRS, and \$8k for staff training
- Still running wait list.

Board Development & Governance Committee

- Emily has updated the recruitment candidate list
- Teresa reviewing candidates with Meghan
- Approx. 10 good leads

HOS/Board Goals Discussion

- Community Engagement
 - Events – See above
 - Event calendar is still in development through the rest of the year
 - Community Survey - review 2022 results (sent by Nicole)
 - Trends
 - Parents looking for improved communication both about school overall and in the classroom
 - Discussion of building better connection across community