

TTMS Board of Trustees

Meeting Minutes: Tuesday, January 10, 2023

Present: Jeremy Valdes, Jill Big Eagle, Eric Aasness, Ken Hanks, Teresa Rao, Nicole Cook, Meghan Mull, Jackie Elder

Absent: Chynna Jeremiah

Guests: None

Approve Consent Agenda

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

Head of School's Report

- Hired temporary guide to cover Upper Elementary for March – June
- Hired additional support staff
- Hiring part book keeper for the rest of the year
- Still recruiting for guide positions
- Coffee and conversation on 1/17
- Getting second opinion on Tukwila property plumbing
- Two Admin staff and two Guides will attend the AMI Refresher course in Baltimore in February.
- As of 1/9/2023, the Annual Fund total is \$71,876.55. The goal was \$50,000
- Spring Event will be considered

Enrollment

- 22/23 School Year Enrollment Update (1/9/2023) No change since September meeting
- 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
- 6 Toddler students have moved up to Primary and 6 new Toddler students start this month. They are already counted in the numbers above.

School Growth

Public Open House was well attended. Families who are on our waitlist were invited to join because many had toured virtually or after school over the past few years. Two TTMS parents participated as parent ambassadors.

Board & Standing Committees Updates

Finance Committee

1. Cash Balances at \$1,594,335 as of 01/08/2023.

2. Net Income/Loss for December was \$142,409.
3. Net Income included \$69,895 fundraising revenue
4. Net Income also included \$22,476 DCYF Grant.
5. There were no unexpected expenses for the month.

Tuition policy

School will draft tuition policy language to guide future increase decisions

Board Development

- New lead inquired to board
- Recent recruitment leads no longer interested
- School to refresh board candidate list with parents who may be interested.

Goals Progress

School Capacity

- Getting quotes for classroom expansion
 - Starting with Lower Elementary classroom expansion

Tukwila Property

- See update in HOS Update above