

TTMS Board of Trustees
Meeting Minutes: Monday, August 10, 2020

Present (via Skype): Eric Aasness, Robin Tomazic, Meghan Mull, Jodi Ryznar, Teresa Rao, Sven Erik Nielsen, Ken Hanks, Jami Sweeney

Absent: Nathan Riordan

Guests: Guests joined via Zoom

Off-Cycle Vote

On June 23, 2020, the Board of Trustees made the following vote...

Motion: Nate moves to offer tuition discounts for any weeks in coming school year that we are required to offer only remote learning as follows:

- 50% for toddler and primary tuition
- 25% for elementary tuition

Meghan seconds; No discussion; All vote in favor (Sven Erik not present for vote)

Visitor Comments

No visitor comments

Approve Consent Agenda

Agenda approved 7:05

Director's Report Q&A (Jami)

Key upcoming dates

- 8/20 is re-enrollment date
- 8/17 – first day of in-service
- 8/24 – first day of assistants
- 9/2 – first day of school for returning families

Enrollment update

- 177 students is current enrollment forecast, but highly fluid
- 11 student transitioning mid-year
- Waitlist exists in lower elementary, all other areas taking admissions and anecdotally doing well with demand
- With COVID constraints, we are at all full capacity, with some capacity at primary level and one excess student in upper elementary.

COVID resources for families and staff

- Final communication for school opening plans slated for Friday 8/14
- Meeting on 8/4 re: upper elementary hiring. Being off-cycle, difficult time to hire
- Until replacement hired, Jami will be stepping into that classroom until we can find a quality candidate.

Junior high update

- Proceeding with program start target date September 2021. High school will be held at blue house until financial health merits moving to Tukwila property.

- Hiring update
- Assistants and support staff final hiring underway.

Board & Standing Committees Update

Executive Committee (Nate)

- Held annual board retreat in July
- Committees + annual goals re-established; ED performance review framework define

Finance Committee (Eric):

- Reduced negative run rate by restructuring at school
- Balances reported by Eric
- Blue house update. Note held by private party extended for another two years to defer balloon payment. Interest rate remains same. Purpose is to improve interim cash flow position.
- Question from Bobbi Stanage re: what should our reserve target be? Currently focused on balancing budget, but long-term target is six months of reserves.

Board Development & Recruiting Committee (Meghan):

- With COVID situation less turbulent, returning to recruiting for new board positions in coming year. Looking to recruit individuals from underrepresented groups and with certain backgrounds.

Development & Fundraising Committee (Sven Erik):

- \$85K fund raising goal
- Developing vision around community fundraising events & sustainable parent engagement
- Also focused on general community outreach work
- Establishing a baseline for future fundraising goal setting
- 20 hour parent volunteer rule being removed – basis being we seek to engage families in meaningful vs. forced volunteer opportunities. Former requirement also penalizes families who cannot do meet the 20 hours and we want families to engage in the community in whatever way they feel they can.

Diversity, Equity, and Inclusion (Jodi):

- September will be welcome-back meeting
- Jami: reviewing and updating handbooks

Building & Grounds Committee (Robin)

- Goal: assessment of all buildings for proactive maintenance planning

Closed meeting at 7:29