

TTMS Board of Trustees

Meeting Minutes: Monday, February 13, 2023

Present: Chynna Jeremiah, Jeremy Valdes, Ken Hanks, Teresa Rao, Nicole Cook, Meghan Mull, Jackie Elder

Absent: Jill Big Eagle, Eric Aasness

Guests: None

Off-Cycle Vote

On 1/18/23, Meghan moved to approve a tuition increase of \$8%. Jacqu second. No discussion. All vote in favor. Motion passes.

Approve Consent Agenda

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

Head of School's Report

Recent Events

- Winter staff party
- Journey & Discovery – low attendance but made an impactful impression on the attendees.
- Bingo Night

After School Programs

- We are currently offering several after school programs to students. Chess, Lego robotics, hip-hop, teeny tumblers, and karate are the current selections.

Enrollment

- 136 of the reenrollment contracts have been returned.
- Sawyer is calling those with outstanding letters.
- School is also contacting departing families to understand reasons for departure.

Staffing Update

- Open positions: Lower Elementary Guide to begin August 2023. Job ad posted. No new inquiries.
- Employment ended for two support staff in January and we have one hired who starts this week and a second that is in the hiring process.

Fundraising

- The goal was \$50,000. Nicole Banta's role with the campaign ended on 1/23/2023.
- At that point, the Annual Fund total was \$74,790. Since then, we have received additional donations bringing the current gross amount of donations to \$86,067.
- Matching donations in the amount of \$6,850 are still expected.
- Considering spring fundraising event

Professional Development

- Two Admin staff and three Guides will attend the AMI Refresher course in Baltimore February 17-20.
 - The refresher course also an opportunity for recruitment.
- The staff who remain on-site for the in-service day will attend a presentation on challenging behaviors.

Board & Standing Committees Updates

Finance Committee

- Cash Balances at \$1,667,173 as of 01/31/2023, up from \$1,594,335 in December.
- Net Income/Loss for January was \$52,400.
- Net Income included \$6,504 fundraising revenue
- There were no unexpected expenses for the month.
- Discussion of options to replace previously totaled van

Board Development

- Recruitment of new board members continues.

Goals Progress

School Capacity

- Nicole & Jeremy continue to partner on bids for to reconfigure some classrooms.

Tukwila Property

- Continuing to research options for Tukwila property

Closed Session

The board held closed session.