

FINAL

**Mulberry School Board of Trustees Meeting Minutes
June 15, 2022**

This meeting of the Mulberry School Board of Trustees was called to order at 6:32 PM via Zoom.

Voting Trustees Present

Cheri Goodman
Tiffany Coletti Kaiser
Nicole Loventhal
Michelle Coddling
Malika Adam
Jack Christin
Bill Pfahnl

Non-Voting Trustees Present

Kara Riordan HOS

Motion to approve agenda. Cheri moves, Tee seconds, all in favor

Motion to approve minutes. Bill moves, Tee seconds, all in favor

Timekeeper: Bill

The board noted that this is Jack Christin's final board meeting as a Trustee, and thanked him for his valuable service to Mulberry.

Executive portion

Finance Committee update:

Malika Adam provided a Finance update.

Malika presented a budget for the 2022-2023 school year, which the board reviewed and discussed.

The auditors have been hired and are starting their work.

A discussion ensued regarding the discrepancy between a prior report that the preschool was full with a healthy waitlist, and the current update indicating there are 18 unfilled spaces, a mix of FT and PT. Kara noted that she is exercising increased oversight to ensure information is accurate and spaces are filled. She also shared that they are planning to expand the total number of students once they install another toilet in the preschool classroom.

A further discussion began on marketing efforts related to supporting preschool enrollment, in order to fill unfilled spaces. The board discussed continuing with the previously approved monthly \$5k marketing

investment for the elementary awareness and enrollment support, and leveraging \$30k of the pre-marked Partnering Restricted Funds (totaling \$75k) for preschool-specific marketing with the aim of filling the currently open spaces, and eventually the additional spaces that will be available once the new toilet is installed.

Cheri moved that we acknowledge the proposed budget as the current state of Mulberry's finances and approve it on that basis, with the expectation that we will have a balanced budget in September. Tee seconded. All board members were in favor.

Tee moved to use \$30k of the \$75 partnering restricted funds for marketing pertaining to the preschool, and Bill seconded. All board members were in favor.

Administrative and HOS Reports

HOS Report

Kara provided an update.

STAFFING

- faculty offer letters have been sent out, and support position offers are in progress
- hired a new Preschool Director, parent educator, 4 preschool teachers. 2 additional preschool teachers will be hired before September
- hired teachers for drama, PE, Spanish, and gardening for the elementary school, and in the process of hiring a music teacher
- hired a curriculum and faculty coordinator for a part-time in house position
- the search for a facilities manager is ongoing
- the Development Coordinator position will be in house or a volunteer position as there is no budget available for this position

OTHER

- The reduced rent request will be discussed during the August board meeting of the San Jose Unified School District (SJUSD)
- The SJUSD offered a smaller campus option that was quickly ruled out because it's a shared campus with a non compatible school
- Kara has reached out to Synapse school to discuss a possible merger

Kara requested that the board meet in July. The board agreed on July 28 at 6:30pm.

August Workshop

Nicole led the board in a discussion of the August workshop. The board agreed on the likely date of August 27.

Nicole reminded everyone of the confidentiality requirement for these meetings.

The meeting was adjourned at 7:40 PM.

Key Takeaways:

Motions Approved:

Agenda for this meeting approved.

Minutes from last meeting approved.

Motion to acknowledge the current budget status with intent to balance it approved.

Motion to spend marketing funds with the intent to boost preschool enrollment approved.

Special board meeting to take place July 28 at 6:30pm.

August workshop to tentatively take place on August 27.