

**MCDC Board of Directors  
Meeting Minutes – Open  
Wednesday 17 May In-Person and Via MS Teams**

**BOD Present:** Carrie Olden, Alexandra Dominguez, Cara Nall, Jared Wilson, Natalie Aponte-Mendez

**Incoming BOD Present:** Doug Trent, Blake Mizzell, Whitney Wilson

**MCDC Management:** Kelli Wright, Michelle Featherston, Cecilia Finn, Rhonda Chambliss

***Meeting Called to Order: 0902 hrs***

**President's Report**

- Welcome to the incoming Board.
- 2022 teacher evaluations incomplete, approximately 30 pending. Kelli and Cecilia will complete by Friday.
- Michelle, Carrie, and Tina planning to sit down and review Halsey contract and options. Michelle is ServSafe and Rhonda is working on her training.
- \$5K donation.
- Building temperature issues for multiple days, technicians working to fix again today.
- Jared working on getting NASA emails for the teachers.

**Vice President's Report**

**Secretary's Report**

- MSFC Financial Review Mtg. Due outs owed 22 May, please send requested information to Cara for compilation.
- Continuing additional policy drafting.
- New Board contact information.
- Upcoming meeting schedule. 2 June, 16 June, hope to move to once a month. 0900 on Fridays.

**Treasurer's Report**

**Registrar's Report**

- **Enrollment Percentage 100%**
  - What's the upcoming move up plan? Kelli and Cecilia stopped working move ups. Michelle and Rhonda will take over.
- **Website and Sharepoint**

**Members at Large**

- **15-19 May Staff Appreciation Week**
- **Grants**
  - Applied HSV Utilities \$25K-\$50K
  - Did not receive Toyota Grant
- **Fundraising Update**
  - Krispy Kreme Fundraiser = \$280
  - Nothing Bundt Cake = \$118
- **Audits Update, due NLT 31 May**
  - Tuition, Membership Fees, Late Fees. Add Cara's note.
- **Rocket City Trash Panda's Night?**

- **Phil Sandoval's Night?**

### **Director's Report**

- **Employee Handbook**
  - Kelli and Cecilia did not distribute to the staff. Michelle and Rhonda will handle next week at the staff meeting.
- **Operating Policies**
  - Melissa sending out reminders to families who have not acknowledged the new operating policies.
  - Noting same day absences in Brightwheel for staff planning seems to be working!
- **NAC Reaccreditation**
  - Parent and staff surveys are not complete, Michelle has for action.
- **Grants**
  - Alabama Stars. What is the status of the initial payment and subsequent submission, action pending for 1 full year? Kelli just followed up and learned we do not have a full star because we are not accredited by DHR.
- **2 June MCDC Anniversary Picnic**
  - Rhonda has for action.
- **Transition Plan with Michelle and Rhonda**
  - Finances. Finalizing bank transitions.
  - Extracurricular POCs (e.g. Soccer Shots, Big Green Bus, etc)
  - Vendors (e.g. Spoiled Rotten Photography, Scholastic Book Fair, etc)

***Meeting Adjourned: 1028 hrs***