



Atlas Board Meeting Minutes

August 24, 2023

5 PM Central

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Board of Directors

Board Member Attendance	Present Y/N
Russ Kirk	Y
Scott Malin	Y
Nancy Wild	Y
Alice Dickherber	N
Kwofe Coleman	Y
Lorna Sanchez McClellan	Y
Mark Minden	Y

Meeting Agenda

Salutation: 5:00-5:05 pm

Russ Kirk, Board President

Call to Order + Roll Call + Welcome

Scheduled Public Comments

Minutes

- Review [MINUTES](#) from July 27 meeting - 5:05 no questions

Board Chair Report: 5:05-5:10 pm

Russ Kirk, Board President

- Retreat Survey update - feedback requested from Russ on the feedback form for the retreat.
 - [Atlas Board Retreat Feedback Form](#)

- Executive Director Evaluation Update - Russ requested members to complete the evaluation form for the executive evaluation
- No Finance Committee report out from July

Governance Committee Report: 5:10-5:25 pm

Alice Dickherber, Governance Committee

- Governance Committee [MINUTES](#)

Consent Agenda: 5:20-5:25 pm

Board President: Russ Kirk

- Vote to approve the following discussed items: 5:25 PM Kwofe (first), Lorna McClellan (second); unanimously approved.
 - **Governance:**
 - [July Board Meeting Minutes](#)
 - [Family Handbook](#)
 - [Enrollment and Lottery Policy](#)

Executive Director Report: 5:25-5:45 pm

Colby Heckendorn, Executive Director

- Building Update
 - We are ready for students!
 - Completing punch list items
 - 2nd Floor AC Unit installed on 8/23
 - Furniture has been installed
 - Temporary Occupancy Permit received
 - Final Certificate of Occupancy to be issued after the playground is installed
- Student Recruitment Update
 - We are fully enrolled with a waitlist!
 - Targeted Enrollment: 312 KG-3rd Grade Students
- Staffing Update
 - All positions for the 2023-2024 school year have been filled and we have a certified educator in every teaching position
 - New Hire Onboarding 8/21-8/25
 - Strategic Planning with All Staff starting 8/28
- Review and Discuss Family Handbook
 - Vote to approve Family Handbook. Lorna motioned to approve; Kwofe seconded; unanimously approved
- Review and Discuss Enrollment and Lottery Policy
 - Vote to approve Enrollment and Lottery Policy: Mark motioned to approve; Scott seconded; unanimously approved

- Key Dates:
 - 8/31: Back to School Bash
 - 9/6: First Day of School

Q&A + Announcements: 5:45 pm

- [Board of Directors' Meeting Schedule](#)

Motion to Adjourn: 5:45 pm

Scott motioned to adjourn the meeting; Mark seconded; unanimously approved.

Nancy Wild, Board Secretary