



**Thomas MacLaren School  
Board of Directors Meeting  
October 26, 2023**

***APPROVED***

The meeting took place in Room #304 at Thomas MacLaren School, 1702 N. Murray Blvd., Colorado Springs, CO 80915.

**AGENDA**

- I. Call to Order** Mr. von Boeck called the meeting to order at 4:01 p.m.
  - A. Roll Call: Mr. Paul von Boeck, Mrs. Katherine Brophy, Mrs. Carol Neel, Mrs. Khristine Prickett Vadala, Mrs. Purvi Sittner, and Mrs. Meredith Wardwell Sherman. Mrs. Dawn Conley attended virtually. *Also Present:* Mrs. Mary Faith Hall, Executive Director, Mr. Nico Alvarado, Head of Lower School, Mr. Ben LaBadie, Head of Upper School, Mr. Tim Pingel, Assistant Head of Upper School, Mrs. Bridget Rector, Assistant Head of Upper School, Ms. Katie Maslow, Assistant Head of Upper School, Ms. Laura Schlichting, Assistant Head of Lower School, Mr. Jared Gonzalez, Assistant Head of Lower School, Mrs. Laura Hassell, Director of Operations, Mrs. Cathy Hanson, Upper School Faculty, Mrs. Pam Burrell, Upper School Faculty, Mrs. Terra Fisk, School Nurse, Dr. Robert Holiday, Director of Academic Compliance, Mrs. Lori Richardson, Director of Finance, Mr. Cole Hensley, Upper School Faculty, Mrs. Kara Hrbacek, Dean of Faculty, Ms. Eva Hall, Lower School Faculty, and Mr. Eric Hall, Founder. There were ten guests in attendance.
  - B. Public Comment: There was no public comment.
  - C. Approval of Agenda: Mr. von Boeck indicated minor changes to the agenda. The Board retreat is November 11 and Executive Session will be removed from the agenda. Mrs. Sittner motioned approval; Mrs. Sherman seconded. There was unanimous approval.
  - D. Approval of September Minutes: Mrs. Vadala motioned approval; Mrs. Brophy seconded. There was unanimous approval.
- II. Student Performance**
  - A. P.E. in the Lower School: Mr. Alvarado summarized P.E. curriculum and instruction in Lower School. He noted that MacLaren's daily P.E. and two recesses far exceed state requirements and are designed to meet student need for play and regular physical activity. He shared photo and video examples of students in P.E. and highlighted Friday game days which encourage sportsmanship and skill development.
- III. Policy Review and Accountability**
  - A. Revised Enrollment and Early Access Policies: Mrs. Hall explained that revisions to the enrollment policy are to allow time for Upper School diagnostic testing and final enrollment process to be completed prior to enrollment in the days leading up to October 1. Mrs. Vadala, Mrs. Neel, and Mrs. Burrell asked questions to which Mrs. Hall responded. Mrs. Hall explained the state mandated early access policy and noted language additions to MacLaren's policy are to clarify the steps needed for early access admission to MacLaren. Mrs. Neel and Mr. von Boeck asked questions to which Mrs. Hall responded. Mrs. Brophy motioned approval of both policies; Mrs. Vadala seconded. There was unanimous approval.

#### **IV. Board Training**

- A. Board Self-Assessment and Strategic Planning: Mr. Hall reminded the Board that they are final decision makers to govern the school. He encouraged the Board to use a self-assessment tool to ensure the Board is well-prepared for its governing responsibilities. Mr. Hall also highlighted MacLaren's strategic plan and encouraged the Board to review the plan in advance of the Board retreat to aid strategic planning discussions. Mr. von Boeck will send the self-assessment tool to the Board with instruction on its use.

#### **V. Status Reports**

- A. E.D. Report: Mrs. Hall gave an update on recent events, faculty seminars, and meetings around facility and development topics. She indicated a draft of the D11 contract has arrived and follow-up meetings are scheduled around various D11 services. Mrs. Sherman asked about Winter Fine Arts Night. Mrs. Hall asked the Board to add Spring Fine Arts Night to their calendars.
- B. Dashboard: Mrs. Hall noted that student enrollment is greater than budgeted projections. She will share a breakdown of enrollment trends at the upcoming Board retreat.
- C. Finance Committee: Mrs. Sittner provided a review of September financial reports and indicated that facility projects are currently funded through the operational budget. She shared that the school's key performance indicators are above targets and the cash on hand position is positive. Mrs. Vadala asked when the State pays per pupil revenues (PPR). Mrs. Sittner replied that PPR is paid monthly. Mrs. Brophy asked a question about a financial graphic in the Board packet. Mrs. Richardson responded.

#### **VI. Executive Director Search**

- A. Motion to name next Executive Director: Mr. von Boeck thanked the Leadership Team, the Search Committee, and Mrs. Hall for their efforts in the Executive Director search. Mrs. Brophy motioned to name Bridget Rector as MacLaren's next Executive Director beginning in the 2025-26 school year; Mrs. Sherman seconded. There was unanimous approval.

#### **VII. Announcements**

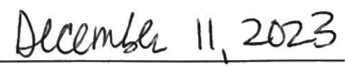
- A. Board retreat November 11, 2023
- B. Next Board meeting on December 7 at 4:00 p.m., over Zoom

#### **VIII. Adjourn**

- A. Mrs. Sittner motioned to adjourn the meeting; Mrs. Neel seconded. There was unanimous approval. The meeting adjourned at 4:33 p.m.

Respectfully submitted by:

  
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Julie Divine, Minutes Recorder

  
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Date