

# 64th Mtg Minutes Kirby Hall School Board Meeting

April 17th, 2025 via zoom

**Participating Board members:** MacDonald Kempf, Sara Pevaroff Schuh, Board Secretary; Adrian Colesberry, Board Treasurer and VP; Sabina Behague, Ianthe Brock Wooley, and Victoria Rase Shinn, Board President

**Absent:** Ev Lunning, Andy Liddell

**Ex Officio members present:** Paige M. Arnett, Head of School; Claire LaChance, Financial Officer

## MEETING CALLED TO ORDER at 7:08 pm EST

1. Admissions Update from Paige
2. Discussion of Space Utilization Proposals.
  - a. Board to vote whether to authorize one of three firms to go forward with the Study.
3. Discussion of what building improvement tasks can be accomplished this Summer

### Admission & Enrollment Updates

Actively tracking enrollment

Marketing & admissions folder is getting updated

76 students enrolled for 2025-26 School Year (only 4 left in delayed action)

Of note regarding retention and admission: some families are moving, cost is becoming a bigger factor in admission conversations, 5th grade was hit the hardest and half have agreed to stay on for 6th grade. Attrition from elementary school to middle school is common in all private schools.

Paige had a great meeting with all rising 6th grade parents last night, and the energy is good.

Erika Watson, 4th grade teacher, is leaving due to a family move to Toronto.

Candidate teachers for 4th Grade are interviewing, and Paige is prepared to offer position to one soon.

All other teachers have agreed to return.

### Discussion of Space Utilization Proposals

Sara received three proposals from architecture firms.

Tori moves to hire WITH to conduct the Space Utilization Study, Sara seconded and all

supported.

Sara will contact WITH to let them know, ask them to send an AIA contract, and then Paige will follow up with them.

Everyone is very excited about this Study launching.

Board agrees to wait on discussion of summer improvements and hiring a management company, until after WITH is on board.

### **Investment Strategy**

- Adrian reached out to an Investment Manager, who requires a minimum of \$100,000 to start an endowment
- Some concern that now is a very unpredictable time to be investing and maybe we should wait a bit.
- Adrian requests that Claire provide a summary of investments at the May 17th meeting.

### **DATES TO KEEP IN MIND:**

- May 21st is last day of school, and August 20th is first day of new school year.
- Board agreed to set dates for future Board Meetings at the May meeting. Desire is to coordinate with the schedule for WITH and the Space Study.

### **NEXT BOARD MEETING**

**Saturday May 17th 8am-9:30 (CST)**

**MEETING ADJOURNED AT 8:00pm EST**

*Prepared by Sara Pevaroff Schuh*