

**The Chatfield School**  
**Minutes of the Board of Directors Special Meeting**  
**June 20, 2025 - 12:00 PM**

Present at this meeting in an official capacity: Matt Schaller, Alex Wolfe, Kristen Ball, Bob Kurtz (school co-director), Kristi Huestis (school co-director), Deb Pert (Chatfield Bookkeeper), Dave Patterson (Teachers First), Frank Patterson (Teachers First)

1. **Call to Order Time:** 12:04 PM
2. **Roll Call:** Schaller (present), Wolfe (present), Ball (present)
3. **Approval of Agenda:** Moved by Schaller, seconded by Ball, to approve the agenda as presented. Ayes - Ball, Schaller, Wolfe. Motion carried.
4. **Public Comment Opportunity:** None at this time
5. **New Business:**

- A. Discussion and planning of the 25-26 budget with Teachers First, the Board, and Administration: As the 25-26 budget will need to be projected and approved in order to move forward with the business of the school and planning for the upcoming school year, the Board is anxious to tackle this challenge and have a proposed budget to review.

Key points of discussion included:

- a. Teachers First representatives shared a recommendation that the finance committee (Board member(s), school leaders, and management rep) should have a set meeting schedule throughout the school year to review necessary budget amendments to maintain a balanced budget
- b. Heavy impact will be felt in the area of staff health insurance, which will increase in cost by approximately 20% if the current provider and coverage remain unchanged; Board members expressed a desire to maintain continuity for the staff in this area, but final decisions cannot be made until the budget is reviewed
- c. Overall compensation evaluation, with a focus on insurance costs, will help the financial committee know how to approach increases in the wage schedule; some changes in staffing will impact the compensation (part of the) budget
- d. Some portion of the fund balance could be allocated to accomplish the Board's goals for the 25-26 budget without cuts in any areas, but spending into the fund balance is not ideal; the fund balance provides a "safety net" for unanticipated but necessary expenses

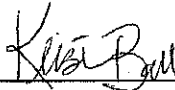
- e. Chatfield staff members shared information and anticipated costs in many area of school function, over and above the costs for compensation; capital expenditures, building and grounds maintenance, IT and technical costs, teaching supplies, curriculum and testing materials, staff professional development, purchased services, management services, authorization expenses, and legal and outside financial services were just some of the items discussed
- f. Chatfield staff members and Teachers First reps offered projections on grant funds that could be anticipated, and other potential funding sources, over and above the per-pupil State funding

This extensive discussion will inform the budget creation process and will give the financial committee strong resource information to make budgetary decisions. The Board anticipates a budget proposal for review at the June 25, 2025, regular Board meeting.

6. **Public Comment Opportunity:** None at this time

7. **Adjournment:** Moved by Schaller, seconded by Ball, the meeting be adjourned. Ayes - Ball, Schaller, Wolfe. Motion carried.

Meeting adjourned at 2:05 pm. Meeting minutes respectfully submitted by Kristen Ball.

  
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Kristen Ball, Secretary

6.25.25  
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Date