



Board of Trustees
Unofficial Meeting Minutes
March 25, 2025

Members Present:

Erin Albright
Laurie Anderson- Smith
Kemba Hendrix
Schuyler Malachi
Terri Sallay
Pamela Taylor
Jennifer Ubiera
Sterling Ward
Shamera Wilkins

Members Absent:

LaTonia Winston
Brittany Wood

Admin Present:

Tracy White, *Chief Executive Officer*
Charlotte Spann, *Executive Director of Accountability and Organizational Improvement*
Rosemarie Ragin, *Executive Director of Student Support Services*
Pamela Merkersen, *Executive Director of Talent*
Kristin Yochum, *Executive Director of Operations*
Monya Bundy, *Executive Operations Coordinator*

Opening

Ms. Hendrix called the meeting to order at 6:02pm.

Board Term Renewal

Ms. Ubiera introduced the formal renewal of board terms for two members whose terms were expiring; Ms. Sallay and Ms. Wilkins have agreed to serve an additional three-year term on the Board of Trustees. Ms. Albright moved to approve each term (voted on separately) and Ms. Ubiera seconded both motions. All members voted in favor, and both term renewals were approved unanimously.

Approval of Board Meeting Minutes

The January 2025 meeting minutes were presented for approval. Following a motion by Dr. Malachi and a second by Ms. Wilkins, the Board proceeded with a formal roll call vote to satisfy procedural requirements. All members present voted in favor, confirming unanimous approval of the January meeting minutes.

Department Reports

Each of the Executive Directors gave a brief overview of what their department prioritized and accomplished during Advisory 3. These were primarily centered around operational updates, incentive effectiveness, and the impacts these have on student performance.

Highlights included:

- Strong gains in middle school learning recovery initiatives (75% ELA, 79% Math showing weekly proficiency)
- 9th graders launched its first Career Technical Education cohort using *Project Lead the Way*
- 8 students accepted into competitive summer dual enrollment programs (an increase from 2–3 participants, historically)
- New Summer Youth Employment Program project where 70–80 students will create a student-run nonprofit as a service-learning experience

Leadership Transition Update

Dr. White announced the recent high school leadership transition, explaining that the former high school principal had initially indicated in November that this would be her final year at Paul, citing personal reasons and professional fatigue. However, as the school year progressed, she opted to transition out earlier than originally planned. The existing senior leadership infrastructure, including academic deans and school directors, ensured stability and continuity for students and staff. Dr. White noted that two strong external candidates are currently undergoing final rounds of vetting. The board will be invited to participate in the finalist interview process as part of the next stage.

Treasurer's Report

Dr. White summarized the school's financial outlook, which remains strong despite national uncertainty. Paul PCS is currently holding approximately 273 days of cash on hand, and its debt service coverage ratio stands at a robust 3.33—well above the minimum requirement of 1.15.

She explained that although Congress had narrowly avoided a federal shutdown by passing a continuing resolution, one final piece of legislation (still pending at the time of the meeting) could impact Q4 funding for schools across the country. Should that occur, Paul's Q4 payment could drop from \$4.4 million to \$1.2 million.

Additional highlights included an expected \$130K increase in year-end cash due to salary savings from unfilled vacancies and higher-than-projected interest earnings from the

school's investment accounts. Dr. White noted that the FY26 budget is now under development, with an initial draft scheduled to be shared with the Finance Committee in April. The board will vote on the final version in June.

Bylaws Review and Proposed Revisions

Ms. Albright, on behalf of the Governance Committee, presented the final vote on the revised bylaws. She reminded the board that the proposed edits had been first introduced in November and were primarily designed to bring the document in line with current practices and clarify outdated language.

As no additional edits or comments had been submitted since the original presentation, she moved to approve the updated bylaws as written. The motion was seconded by Ms. Wilkins and approved unanimously by roll call vote.

Closing

Ms. Hendrix closed the meeting by reiterating that there will be no April board meeting. The board's next scheduled gathering will take place on May 27, 2025, followed by the annual meeting in June. That final meeting will include a formal vote on the new Strategic Plan and next year's budget. With no additional business raised, Ms. Hendrix adjourned the meeting at 7:30 PM.