

**Board of Trustees
Meeting Minutes
November 19, 2024**

Members Present:

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

Admin Present:

Tracy White, *Chief Executive Officer*
Monya Bundy, *Executive Operations Coordinator*

Opening

Ms. Wilkins called the meeting to order at 6:06pm.

Approval of Board Meeting Minutes

The September 2024 meeting minutes were presented for approval. Following a motion by Ms. Albright and a second by Dr. Malachi, the minutes were unanimously approved by the board.

CEO's Report

Academic Updates

- A1 Interim Data Analysis: We are in the same place as we were at this time last year, fairing slightly better in high school. The cut scores we use are lower than the ranges of DC CAPE.
 - ELA Performance:
 - Grades 5 and 10 demonstrated notable improvements compared to the previous year.
 - Grade 7 performance remained stable, while Grade 11 showed slight declines in 3+ proficiency levels but higher 4+ proficiency.
 - Grade 12 exhibited declines linked to attendance challenges and scope and sequence adjustments; targeted remediation and revised curricula have been implemented to address these issues.
 - Math Performance:
 - Overall improvements were observed across most grades, except Grade 8. Dr. White attributed this to early staffing transitions that have since been resolved.

- When Winter MAP data is finalized, we will use it to triangulate data and evaluate student growth.
- Discipline and Attendance:
 - Suspension rates remain below the 10% threshold, with significant efforts toward culture-building and consequence implementation.
 - Chronic Absenteeism:
 - This data point is concentrated in the 9th grade and younger middle school students.
 - Real-time data through Empower K12 is aiding in addressing trends and supporting targeted family engagement efforts.
 - Chronic absenteeism remains a critical metric due to its accountability implications. The goal is to reduce the rate to below 25% by year-end.
- Enrollment
 - We exceeded our enrollment projections, with a certified count of 766 students (16 above budget). This brings additional revenue but highlights shifting trends in special education needs and funding weights.

Treasurer's Report

We are over 200 days of cash on hand and a debt service coverage ratio of 3.1, exceeding the mandated 1.15. Additional enrollment revenue of \$253,000 was adjusted due to special education weights, resulting in an overall increase of \$86,000 in revenue. We also have strong interest earnings from ICS-protected accounts, exceeding projections. Paul will engage external consultants to refine investment strategies and develop policies in new year.

Bylaws Review and Proposed Revisions

Ms. Ubiera and Ms. Albright presented six key amendments for board discussion:

- Parent Trustees: Ensuring at least two parent trustees are active at any time to represent the parent community.
- Officer Trustee Elections: Clarification to align committee chair elections with even years for consistency.
- Quorum Adjustment: Reducing quorum for trustee removal to 75% to avoid potential standstills.
- Modernizing Communication: Removing outdated methods like fax and replacing telephone meetings with remote or virtual meeting terminology.
- Role Delegations: Allowing treasurers and secretaries to delegate duties to assistants for continuity and efficiency.
- Interim Adjustments: Appointing Cheryl Cunningham as interim treasurer until bylaw revisions are approved. Ms. Albright made a motion to approve this adjustment, and Mr. Ward seconded. The motion as approved unanimously.

Trustees were encouraged to review and discuss these amendments with their committees and submit feedback by January 2025, with a potential vote slated for March 2025.

**New Business**

Dr. White highlighted concerns about potential disparities in funding between DCPS and charter schools following the new Washington Teachers' Union contract. She urged board members to leverage their networks to advocate for equitable funding.

Closing

The next board meeting is scheduled for January 28, 2025. There being no further business, Ms. Wilkins adjourned the meeting at 7:50 pm.