



**Board of Trustees Meeting Minutes
Tuesday, July 9, 2019**

**1101 17th Street, NW
Suite 200
Washington, DC 20036**

Board Members Present: Irasema Salcido, Bethany Little, Loren Cox and Andre Bhatia

Board Members Present by Phone: Debbie Drumheller, Darryl Robinson, Rick Torres and Lonel Johnson

Others Present: Dr. Kourtney Miller (Chavez Principal), Katie Herman (TenSquare/Chavez Senior Leader), Jeff Cooper (TenSquare Senior Finance & Operations Leader), Emily Fridman (TenSquare Senior Project Manager)

Called to Order: On July 9, 2019, Board of Trustees of Chavez Public Charter Schools held a Board meeting in person and by teleconference. Ms. Little called the meeting to order at 8:31AM. There was a quorum.

Approval of Minutes: Ms. Cox motioned to approve the June meeting minutes. Mr. Torres seconded the motion. Meeting minutes were approved for submittal to the charter board.

Executive Report: Dr. Miller shared updates on summer school, SY19-20 academic planning, culture planning, and recruitment.

Ms. Herman shared current enrollment data. Ms. Drumheller asked how many students are expected to transfer from Capitol Hill to Parkside for the 19-20 school year. Mr. Bhatia requested information about the plan to recruit students and reach enrollment goals. Ms. Salcido asked about the current high school enrollment landscape. Ms. Salcido requested information about the current demand for and supply of high school seats in Wards 7 and 8.

Mr. Cooper shared an update on Capitol Hill facility. The transition to Digital Pioneers went smoothly and the landlord complimented the strong and on-time handoff.

Mr. Cooper informed Board members that Ashley High, the new Chief Operating Officer will be starting on July 10. Mr. Cooper discussed need for IT support. Board members discussed developing a list of high impact facilities improvements which would yield maximum benefits at minimal costs.

Ms. Herman and Dr. Miller shared the Public Charter School Board Equity Report highlights from SY 17-18. It was noted that Parkside High School's suspension rates had improved from the previous year. Ms. Cox raised questions about the suspension data of the English learners and special education students. Ms. Herman and Dr. Miller shared plans to expand the special education staff team and add three assistant dean positions into the staffing model. Ms. Little noted that Parkside's net cumulative change to total enrollment was lower than the district average and requested additional information about this as well as comparison data for other schools in Wards 7 and 8. Dr. Miller shared her plans for proactively addressing truancy, while noting progress that had been made.



Ms. Herman shared an update on the status of public policy program improvement efforts. The board discussed the job description for a public policy manager and whether it was a position to postpone hiring given budget constraints. Board members discussed the need to develop a clear and cohesive graduate profile as an initial step in the policy program improvements.

Financial Report: Ms. Drumheller and Mr. Cooper shared financial updates.

Governance: Board members reviewed a Proposed 5th Amendment to the Chavez Bylaws to reflect Chavez' status as a single campus and its new leadership structure. Ms. Cox motioned to approve the 5th Amendment. Ms. Salcido seconded the motion.

The Board voted on officers for the 19-20 school year. Board members proposed continuing the current Trustee Co-Chair structure; Ms. Little and Mr. Bhatia serving as co-chairs. The Board also proposed that Mr. Robinson continue serving as Board Secretary and Ms. Drumheller as Treasurer. Mr. Torres motioned to approve proposed slate of officers. Ms. Cox seconded the motion. The Board approved the slate of officers.

Board members reviewed and signed a Board Conflict of Interest Disclosure Form.

Ms. Herman shared a new Open Meetings Policy with the Board for review and approval. The Open Meetings Policy reflected the Board's current practices. Mr. Bhatia motioned to approve the Open Meetings Policy. Ms. Cox seconded the motion. The Open Meetings Policy was approved.

Mr. Robinson shared an update on Parent Board Member Selections. The Board agreed to vote on new parent members at the September meeting and to continue work throughout the month to build the board.

Ms. Herman announced it is Mr. Torres' last Board meeting. Mr. Torres will participate on the Public Policy Task Force.

Executive Session: Mr. Bhatia motioned to enter Executive Session. Ms. Little seconded the motion.

Executive Session was held at 10:20AM and ended at 11:35AM.

Next Meeting: Tuesday, September 10, 2019.

Adjournment: Mr. Bhatia motioned to adjourn meeting. Ms. Little seconded the motion. Meeting adjourned at 11:36AM.