



**Chavez Board of Trustees Meeting Minutes  
Tuesday, September 10, 2019  
3701 Hayes St, NE  
Washington, DC 20019**

**Board Members Present:** Debbie Drumheller, Bethany Little, Lonnell Johnson, Andre Bhatia

**Board Members by Phone:** Darryl Robinson

**Others Present:** Kourtney Miller (Chavez Head of School), Ashley High (Chavez Chief Operating Officer), Katie Herman, Christine Barford, Jeff Cooper, Emily Fridman

**Called to Order:** Ms. Little called the meeting to order at 8:37 A.M.

**Approval of July Meeting Minutes:** Ms. Drumheller moved to approve the July meeting minutes. Mr. Bhatia seconded the motion.

**Governance:** Mr. Robinson provided an update on board member recruitment efforts and shared the resume for a new potential parent board member.

**Start of School Year Update:** Dr. Miller shared an update on the first few weeks of the school year including staff professional development highlights and activities to welcome students back to school. Board members were introduced to members of the Chavez Senior Leadership Team and TenSquare staff leading school improvement efforts at Chavez.

**New PCSB Transparency Policy:** The Board discussed the materials and information that must be posted on the Chavez website per new PCSB transparency requirements, including several employee policies. The board reviewed these policies and proposed revisions. Mr. Bhatia motioned to approve policies as revised. Mr. Johnson seconded the motion. The policies were approved, as revised.

**Executive Session was held at 9:32am and ended at 10:02am.**

**PARCC Analysis:** Dr. Miller, Ms. Herman and Ms. Barford shared an analysis of 2018-2019 PARCC scores and plans to improve PARCC scores for 2019-2020.

**Executive Report:** Ms. High shared an update on operations including the latest student enrollment numbers, staffing updates, and the school's new food vendor.

**Financial Report:** Ms. Drumheller shared the Finance report.

**Upcoming Events:** The Board confirmed plans to hold a Board/Staff breakfast at Parkside on Friday, October 11, 2019.

**Next Meeting:** Tuesday, October 8, 2019.

**Adjournment:** Meeting adjourned at 11:05am.