



Board Meeting Minutes

A meeting of the Board of Trustees (the “Board”) of Creative Minds International Public Charter School (the “School”) was held on June 24, 2019. The meeting was called to order at 6:05 PM.

The following Board Members participated in person: Eric Reese, Lynn Jennings, Golnar Abedin, ex officio.

Participating by phone: Ornella Napolitano, Jerry Zayets, Prita Patel, Jeanelle Johnson, Rahul Sinha, Kelly Young

Not present: Matt Walker, Dionne Tyus Garvin, Dr. Val Wise absent with notification.

Craig Bednarovsky, CMI COO, was also present.

1. Opening Items

- Vice Chair Eric Reese advises he will lead the meeting.
- The May 2019 Board Meeting Minutes were presented for consideration. The Board voted unanimously to approve the May 2019 Board Meeting Minutes.

2. Committee Updates

Each committee provided a written update on notes/slides in Board Book:

- Finance (Prita):
 - 2018 summary vendor list – Summary of vendors (not specified for 620K) and this was not an issue.
 - Staffing vendors – normal practice as we have in the past to fill in for different areas of expertise and we have different needs this year.
 - Board to approve everything but the vendors that are being bid over the summer. We will approve those later in the summer after final proposals accepted and recommended/review by the finance committee.
 - The Board voted unanimously to approve the Recommended 2019 Vendor List.
 - The Board of Trustees voted and approved the following contracts to be renewed and signed by the CMI COO effective 7/1/19 - CJ Maintenance, Conaboy & Associates, Copier Workshop, Dynamic Network Solutions, Ed-Ops, Ellis Therapeutic, Enriched Staffing, EW Stokes, Joseph Gorin and The Floortime Center.
 - We are also instructing the COO to send notification to DC Register and 2 newspapers as per PCSB procurement guidelines for 5 sole source contract

renewals effective 7/1/19 for Apple, Inc., DELL Marketing, Fieldwork Education, Hertz Furniture and W.B Mason.

- Lastly, the following vendors are exempt from the procurement process but listed here as we will be contracting with them for one year beginning 7/1/19 - ADP, Advanced Medical Personnel Services, AETNA, AFRH, Align Staffing, Amazon, Bert Corona Leadership, Carney Sandoe & Associates, DC Treasurer, DC Public School Charter Board, Enriched Schools, Hanover Insurance Group, Hertz Furniture, Kelly Services, Metlife, Swing Education, and Urban Teachers.
- AEC (Lynn): Results for final assessments in July, having scheduled committee meeting on June 25. Planning for academic goals for next year over the summer.
- Development (Eric): Eric, Craig, Margaret met informally this month but no official committee meeting.
 - Cafritz Foundation grant opportunity is moving forward focused on facilities.
 - Successful graduation and good to have Margaret on board this year.
 - Planning for goals for next year to start in July.
- Facilities (Jerry):
 - No updates. Finalizing budget then going for renovations.
 - Jerry to connect with Craig on rent credits. Submitting to AFRH for credits and then be approved.
 - Craig confirming submission date with Justin at AFRH. Accounted for in budget as well.
- Governance (Eric):
 - Chuck to connect with governance committee on meeting frequency and dates, plus committee meetings and dates.
 - The Board voted unanimously to approve the Recommended Meeting Calendar for the 2019-2020 school year.
 - Policy statement on transparency. Consistent with by-laws, make it a 10 day advance notice unless emergency.
 - Eric to make modifications for policy to make public notice consistent with bylaws. Draft minutes appropriately to reflect this change.
 - Eric to send calendar and policy to Craig and James to submit to PCSB.
 - The Board voted unanimously to approve the Board of Trustees Transparency Policy Statement.
- CFA liaison (Kelly): No update.
- **Report from Executive Director**
- Written report provided by ED in advance of meeting aligned with school goals.
 - Culture update from Craig
 - Results just came in on staff surveys. Craig will send out the report for board to review and then we'll review in-depth in July.
 - Insight summary initial review – every category rebounded significantly from Spring of 2018. 8 of 14 categories were higher than Spring of 2017.
- Succession plan: Golnar to review Key Inventory in June to make sure its up to date (with help from James).

- Golnar and James to review key inventory and will coordinate via email. Connect closeout to Eric.
- Transition - Golnar went over summer plans with Chuck and upcoming goals for next year.
 - IPC accreditation is a big item for next year – Lynn and Val will discuss at AEC. Also starting 10 year charter review (which starts in the 9th year).
 - Supporting Nayamka in her new role and focus on middle school.
 - Strategic planning over the summer and with Chuck to focus on moving forward with board and leadership.
 - Also planning for long-term skills and needs with Carney-Sandoe.
- There being no further business to be transacted, the meeting was adjourned at 6:42.

Respectfully Submitted,
Eric Reese