

## **Kingsman Academy Public Charter School**

### **Board of Trustees Meeting – August 1, 2019**

The meeting was held by teleconference and was called to order at 6:01pm by Chair Steve Messner.

#### **Board Members present:**

Steve Messner, Chair (by phone)  
Indra Chalk, Vice Chair (by phone)  
Pete Olle, Treasurer (by phone)  
Michelle Tellock, Secretary (by phone)  
Julia Bloom-Weltman (by phone)  
Tameka Harris (by phone)  
Martine Solages (by phone)

#### **Board Members not present:**

Maria Blaeuer  
Toloria Gant

#### **Staff present:**

Shannon Hodge, Executive Director (by phone)  
Tracee Frazier, Managing Director (by phone)

#### **Approval of Minutes**

- Motion: Upon motion duly made, seconded, and carried, resolved that the minutes from the July 25, 2019 meeting are approved.

#### **New Business**

##### Welcome to Managing Director

- Executive Director Hodge introduced Tracee Frazier, the School's new Managing Director. The Board welcomed Managing Director Frazier to the School.

##### Procurement

- Executive Director Hodge described and the Board discussed proposals to enter into two procurement contracts for the 2019-2020 school year (which were inadvertently omitted from the previous round of RFPs the Board reviewed).
- Motion: Upon motion duly made, seconded, and carried, resolved to authorize Executive Director Hodge to enter into contracts with the two identified vendors (PMM for Janitorial Services; Very-Well Said for Related Services), subject to the procurement process limitations described by Executive Director Hodge.

##### Building Renovation Project Update

- Executive Director Hodge and the Board discussed the current status of the building renovation project and next steps.

- *Motion:* Upon motion duly made, seconded, and carried, resolved to authorize the design-build team to commence construction document creation on the scope presented, contingent upon funding approval.

#### Open Meeting Policy

- Executive Director Hodge described and the Board discussed adoption of an open meeting policy to comply with the District of Columbia Charter School Board (DC PCSB) requirement to develop an open meeting policy for inclusion in the student handbook, submission to the DC PCSB, and posting on the School's website.
- *Motion:* Upon motion duly made, seconded, and carried, resolved to adopt the proposed "open meetings" policy.

#### Building Use Policy

- Executive Director Hodge described and the Board discussed adoption of a building use policy in response to requests to use the School building from third-party persons and organizations.
- *Motion:* Upon motion duly made, seconded, and carried, resolved to adopt the proposed "building use" policy, revised to reflect (1) the School's right of refusal of use, and (2) a requirement that any approved users not disturb the neighborhood, and so long as any agreement with approved users address expectations related to parking.

**Meeting adjourned at 6:31pm.**