

ROOTS PUBLIC CHARTER SCHOOL  
15 Kennedy Street, NW, Washington, DC 20011

BOARD MEETING AGENDA  
FOR QUARTERLY BOARD MEETING, August 15, 2019

**1. Call to order**

Mama Gilda called to order the Board Meeting of Roots PCS at 6:23 p.m. August 15, 2019.

**2. Roll call (For a quorum) and Welcome**

**Members present:** Gilda Sherrod-Ali (Chair), Chirece Jones (Parent), Kim Bryant-Hughes (Teacher), Gail Stewart Gray (Teacher), Otto Wilson via phone (Community), Jesse Sharpe (Treasurer), (Non-members) Bernida Thompson (Principal), Rasheki Kuykendall-Walker (Vice-Principal), Winifred Wright (Administrator), Roseanna Nwaogu (CFO).

**Quorum?** Yes  X

**3. Opening Prayer** by Mama Bernida Thompson

**4. The Board reviewed the minutes from the last meeting (May 16, 2019).**

### **Board made the following amendments:**

Minutes should reflect that Mama Bernida was excused during the discussion of page 5 of the lease agreement.

Minutes should reflect that the lease agreement should be from May 2019 thru May 2020.

Minutes should reflect that the Board chose 115 as our projection of students, not just Mama Gilda.

Baba Jesse Sharpe moved that the minutes be accepted as amended. Mama Kim Bryant-Hughes seconded.

Motion carried with no opposition. Minutes signed and approved by BOD chairperson, Mama Gilda Sherrod-Ali.

### **5. OLD BUSINESS**

- Mama Bernida has pictures from anniversary
- School did well on anniversary celebration( profit 6,563.41)
- School enrollment 120 students as of today.
- Mama Rasheki reported that most are returning families. New students are primarily from Pre-k 3&4 and kindergarten.
- Mama Gilda suggested that we develop new strategies to retain students and ensure their families are happy at Roots.
- Mama Gilda reported that there were no complaints about Roots sent to DCPCSB.
- Mama Rasheki reported that there has been no release of PARCC scores as of yet. The public release is scheduled for Monday, August 19<sup>th</sup>.
- Mama Gilda asked if we were still a tier 2 school and Rasheki confirmed.
- Mama Gilda suggested that students get better acclimated with testing.

- Mama Chirece asked if students had access to the computers to practice and Mama Rasheki confirmed.
- Mama Rasheki explained that the teachers provide students with PARCC release test items for practice and preparation. We are asking to use a i-Ready school wide this year. Administrators will spend more time in the classroom with teachers.
- Baba Jesse asked where the students were low academically. Mama Rasheki said in ELA and writing.
- Mama Chirece suggested that tips be given to parents to help support their children. Mama Gilda strongly agreed.
- Mama Rasheki felt that critical thinking skills are extremely important as well.
- Mama Gilda reported that Kim Holloway is no longer with us. We tried to work with her for the four years that she was here. Some things got better and others did not.
- Mama Gilda reminded everyone that board information is confidential.
- Mama Chirece stated on behalf of PAC that they want to work with the administration to be proactive in making sure that the newer and younger teachers are provided the support needed to ensure a successful school year.
- Mama Chirece asked if teachers are observed and evaluated especially the new teachers.
- Mama Bernida and Mama Rasheki explained that during a teacher's first 2 years, evaluations are done in November and June. After the third year evaluations are annual. However, on Tuesdays and Thursdays, the principal and vice-principal will observe and support teachers and students throughout the day.
- Mama Kim said that the SPED teacher also coaches the teachers during collaboration.

## **6. New Business**

### **Roseanna's Financial Report**

Made corrections on General and Administrative Expense

- Credit card statement and other expenditures were received in August, after the fiscal year ended. This will be reflected on the IRS 990 for 2018. The correct amount will be sent to the auditors.
- End of last year 1.2 million in reserves
- Accounts receivable is 17,000
- Liabilities is far less than our assets
- PCSB Administrative Fee changed from 19,930 to 21,462
- General Expenses changed from 126,562 to 128,987
- Everyone will receive a 5% salary increase with the exception of three employees who received minimum wage increases.
- Motion to approve these projected salaries based upon if we have at least 115 children.
- So moved by Mama Jesse and Mama Chierce

### **Administration Report**

- I-Ready will be paid with the money from the former curriculum software, Study Island and Continuum.
- The board set the calendar for the upcoming school year. We will meet quarterly every third Thursday of August, November, February, and May.
- We will have a new after school program for kindergarten students at the (Calomiris) YMCA.
- We will reach out to the new perspective board member
- Roots was granted permission by DCPCSB to amend the charter goals for our ELA assessment for K-2. Instead of Continuum, we will use i-Ready as school wide benchmark tool.

- Due to extreme technical difficulties with Continuum, our online assessment tool, Roots was unable to provide DCPCSB with ELA assessment data for K-2 students. However, we were not penalized due to the technical issues with the company.
- We would like to request the Board's permission to change to i-Ready.
- The Board took a vote to adopt i-Ready as a measuring online assessment tool.
- Baba Jesse set the motion, Mama Ayo seconded.
- New janitorial services for Kennedy Street are needed. Mama Roseanne submitted an RFP and received 12 proposals. The administrative team will choose from the top three. The estimated cost is 27,000.00. We can change in 30 days if we are not pleased with the service.

**Meeting adjourned** at 8:03 p.m.