Meeting Minutes of the
BDC, A Public Charter School, Inc.

Meeting of the Board of Trustees
410 8th Street, NW
Washington, DC 20004

May 22, 2019

Board members present: Tony Axam, Craig Barrett, Chad Colby (left during Item VII), Candice Gayl (telephonic), Mali Parke, and Anne House Quinn (joined at Item IV)
Board members not present: Andrew Kelly
Staff members present: DeAnna Rowe, Executive Director BDC; Jill Garret, Head of School; Portia Cameron, Head of Operations
BASIS.ed staff present on the phone: Peter Bezanson, CEO; Laura Durbin, Senior Director of Business Development; Antonella DeMari, Director of Fundraising and Partnerships; Susan Adams, CFO; Bill Driscoll, COO; Gihan Gunasekera, Director of Finance; Michelle Keogh, General Counsel; and Kevin Navarro, Director of School Safety and Security

I. Call to Order – Craig Barrett called the meeting to order at 3:10pm. A quorum of the board was confirmed.

II. Adopt Agenda—The agenda was adopted as presented.
   a. Motion to adopt: Chad Colby
   b. Second: Mali Parke
   c. Motion passed unanimously

III. Review and consideration of the minutes from the January 30, 2019 and April 16, 2019 meetings of the BDC, Public Charter School, Inc. Board of Trustees — The minutes were adopted as presented with a correction to the April 16 minutes reflecting the second to Resolution BDC19-R09 was provided by Anne House Quinn.
   a. Motion to adopt: Tony Axam
   b. Second: Chad Colby
   c. Motion passed unanimously (Anne House Quinn not present)

I. Review and consideration of Resolution BDC10-R10 to approve the awarding of the BASIS DC High School Diploma to eligible students for inclusion in the graduating class of 2019 – Staff provided a review of the efforts to amend the graduation requirements and shared the various paths students take to accomplish the rigorous course content required to receive a BASIS diploma, especially as the cohorts from BASIS DC’s early years of operation have advanced to graduation. After discussion and consideration of
the unique situations of students who ultimately earned credit in the required coursework that includes AP English, Calculus, Science and History courses. Board members came to consensus that the students identified for graduation as the Class of 2019 should receive a BASIS diploma as long as the minimum required AP courses were completed, regardless of whether established prerequisites were taken or the grade level of the student when prerequisites were taken. Various diploma options will be awarded based on status of receipt of AP credit and other BASIS graduation distinctions. This matter will be readdressed annually.

a. Motion to adopt: Mali Parke
b. Second: Chad Colby
c. Motion passed unanimously

II. Review and consideration of Resolution BDC10-R11 to approve the Parent Student Handbook for FY2019-2020 – The Board approved the revisions to the Handbook as presented.

a. Motion to adopt: Tony Axam
b. Second: Anne House Quinn
c. Motion passed unanimously

III. Presentation and discussion of the K-4 expansion plans – The board received an update on the communications with PCSB leadership, attendance and comments received during Information Sessions, and ongoing efforts at the school to prepare incoming 5th graders for the rigors of the BASIS curriculum. The Board directed staff to continue to move forward with efforts to engage the community, collect data, identity potential partners, and provide regular updates.

IV. Financial Reports

a. Gihan Gunasekera reviewed the Q3 Financial Report
b. The Board adopted Resolution BDC19-R12, approving the FY2020 Preliminary BDC, A Public Charter School, Inc. Budget as presented. The FY20 budget includes increased payroll to support new positions including an Instructional Coach, Student Support Coordinator and additional student support staff, and a Culture and Inclusion Specialist.
   i. Motion to adopt: Anne House Quinn
   ii. Second: Tony Axam
   iii. Motion passed unanimously (Chad Colby not present for vote)
c. The Board reviewed the FY2018 Agreed Upon Procedures report provided by Kendall, Prebola and Jones, LLC. The purpose of the report is to monitor and assess the appropriateness of BASIS Educational Group, LLC’s pass-through expenses and direct expenses, and payroll disbursements made on behalf of the School.

V. FY 2019 Q3 Management Report - BASIS.ed staff reviewed the management report with the Board. Items of note included:
a. Academic Performance – BASIS continues to have a strong showing in US News & World Report rankings. BASIS DC was ranked #289 in the National Rankings, #3 in DC High Schools, noting that BASIS DC would be ranked #1 in this category if schools using selective enrollment processes were removed, and #71 in the Charter School Rankings. Also of note, in the BASIS network rankings, BASIS DC’s 5th graders ISA results put the school in the middle of network, noting that this is the only school where 5th graders do not have the opportunity to receive the BASIS curriculum as 4th graders. In reviewing the preliminary college acceptance information, it was noted that this is the most impressive DC graduating class to date and the most impressive college acceptances in the Network this year.
b. Student Acquisition & Marketing – following up a previous inquiry of the Board, the report included information demonstrating 5th grade applications rank by Ward. Jill shared that she held community nights across all Wards.
c. Teaching Resources – School is retaining 80% of current teaching staff. Those not returning are going on to do great things.
d. Annual Teacher Fund – higher than projected family participation and school goal has been reached.
e. Legal/Compliance – PCSB desk audit has been completed. Kevin Navarro was introduced as the new Director of School Safety and Security. Kevin shared his professional background, his enthusiasm for working with BASIS and his plans to visit the school on Friday to meet with school leadership.
f. Growth Activity – information was covered in K-4 expansion discussion.

VI. The meeting adjourned at 4:52.
   a. Motion to adjourn: Anne House Quinn
   b. Second: Tony Axam
   c. Motion passed unanimously

Minutes taken by DeAnna Rowe.

Anne House Quinn, Secretary of the Board
BDC, A Public Charter School, Inc.