



**MEETING MINUTES  
CAPITAL CITY PUBLIC CHARTER SCHOOL BOARD  
RETREAT/REGULAR SESSION**

**September 10, 2019**

**Attendance:**

Trustees: Allison Arnold, Maggie Boland, Sarah Dillard, Quameice Harris, Anne Herr, Rochanda Hiligh-Thomas, Mizmun Kusairi, Galo Pazmino, Nitika Tolani

Staff: Dominique Coote, Laina Cox, Karen Dresden, Samantha Gaffney, Michelle Johnson, Pam McKinney, Belicia Reaves, Jonathan Weinstein

Guest: Kate Essex, Education Board Partners

*Meeting called to order at 6:35 pm.*

**Welcome**

Alison Arnold, Board Chair, welcomed everyone to the first meeting of the year.

**Mission Moment**

Internship Coordinator, Leila Corcoran, shared about the school's internship program now in its third year. She aims to connect students with experiences that help them to explore career options while also learning the soft skills that are required for success in the workplace. The program is differentiated to meet the needs of students who can do longer internships or shorter job shadows. Leila shared how she works to scaffold experiences for students and remove obstacles. Leila also has "lunch and learn" opportunities for students to talk with professionals in a variety of careers. Leila is always looking for connections to expand the opportunities for students and trustees were encouraged to reach out to her ([lcorcoran@ccpcs.org](mailto:lcorcoran@ccpcs.org)) with ideas.

**Consent Agenda**

*The Board accepted the Consent Agenda that included the September School Report, Development Dashboard, FY19 4th Quarter Financial Dashboard, and a list of fall events for board members.*

**SY18-19 School Performance Results**

Karen and Dominique shared a School Performance Presentation with information about 2019 results, progress on our strategic plan, and priorities for SY19-20.

Overall, 2019 PARCC results were mixed. Middle School (MS) saw solid increases in both ELA and Math. ELA scores dropped significantly in both Lower School (LS) and High School (HS). With the exception of MS ELA, Capital City 4+ scores lagged behind the District in ELA and Math. 3+ math performance was strong and ahead of District for MS and HS, which was encouraging following strong focus on math. Results were discussed in detail by campus.

**Lower School:** After four years of annual gains, LS saw drops in both ELA and Math performance. ELA 4+ decreased the most severely, but we also lost ground in ELA 3+ and Math performance. Poor performance of English Learners was significant to decrease. Despite overall drops, we did see a slight improvement for some special populations (Sped, At-Risk). We underperformed the Charter sector & District average in most areas. PMF metrics and tiers are not yet final, but LS likely to fall to Tier 2 on the PMF.

**Middle School:** MS had a very strong year, with increases in both 3+ and 4+ in ELA and Math. MSI performed higher than the Charter and District average (for comparable populations) in all areas but Math 4+. Subgroup performance mostly improved over last year, and our At Risk subgroup outpaced the Charter and District average in ELA. The addition of a Reading Specialist likely contributed to strong ELA results and the Mid-year Math Root Cause Analysis and related corrections to instruction and curriculum also yielded results. MS is within striking distance of being Tier 1 for the first time since opening in SY1213.

**High School:** For High School, only ELA II and Geometry performance is reported, even though CapCity students test in ELA I - III, Algebra 1 and 2, and Geometry. As a result, reported population is a different cohort each year. ELA performance dropped significantly in both 3+ and 4+ over 2018. Staff turnover - 3 new ELA teachers last year; one leaving mid-year likely contributed to ELA drop. Geometry 4+ improved slightly over last year, but still lags behind the district average. 3+ performance, however, remains strong and ahead of District. We had strong subgroup performance as well in Geometry this year. Data-driven instruction work in Math likely yielded strong growth. HS SpEd students outperformed district in both ELA and Math. Given the variety of metrics on the HS PMF, it is High School should remain Tier 1, despite ELA PARCC losses.

**Next Steps:** Priority next steps include a root cause analysis into the drop in ELA in Lower School and increased focus on English Learner supports across all campuses. The math analysis, planning, and implementation in MS appears successful and should continue/expand. We want to make sure we don't lose the focus on math. There is a need to consider mitigating for new teachers or when we see issues with teacher performance.

Several things planned for SY19-20 should support improvement including focused cycles of data-driven instruction following a new internal assessment plan developed last spring for all three campuses, implementation of new EL Education Literacy Modules in LS, implementation of math plan in MS, new CityYear team offering additional 1:1 support in MS, redesigned ELA curriculum in HS, and a new math coach in HS.

### **Governance Update and October Retreat**

We currently have nine trustees and we are in compliance in terms of number of trustees, DC residents, and parent trustees. While we discussed adding new trustees for this year, we want

to continue recruitment with a focus on increasing board diversity. The Governance Committee will engage committees this fall in recruitment efforts.

We will have our Fall retreat on October 4. We will be conducting board self-assessment. Kate Essex from Education Board Partners shared about the assessment. Trustees should look for a survey in the next few days to be completed before the retreat.

**Board Agreements and COI Disclosures**

Trustees signed 2019-2020 board agreements and conflict of interest disclosures.

***The meeting adjourned to Executive Session at 8:15 pm***