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Mary McLeod Bethune Day Academy Public Charter School

**Board of Trustees
November 19, 2019 Minutes**

A Board of Trustees meeting of the Mary McLeod Bethune Day Academy PCS was held on Tuesday, November 19, 2019 at the 16th Street campus.

The following members were in attendance:

Mrs. Valerie Smith, Chair
Mrs. Patricia Callis
Mrs. Magdalena Acevedo
Mrs. Jimia Williams
Dr. Linda McKay, Executive Director

Members not in attendance: Ms. Azura Mason, Mrs. Pamela Cole and Mrs. Camia Lane

Participating from management were:

Ms. Johanna Mamiam, Principal, 16th Street
Mrs. Stacii Bryson, Finance Director
Dr. Marlinda Boxley, Special Education Director
Ms. Mary Bunn, Executive Assistant

Call to Order

Chair Valerie Smith presided the meeting. The meeting was called to order at 6:37 p.m. Dr. McKay and staff were congratulated on the 15-Year continuance.

Approval of Agenda

The agenda was unanimously approved as distributed.

Approval of Minutes

A motion was made by Mrs. Williams, seconded by Mrs. Acevedo to approve the minutes of the August 22, 2019 meeting Motion carried.

Financial Report

Mrs. Bryson presented the finance report. Included in the finance report were the unaudited statement of activities, the revised budget and the unaudited statement of financial position (Balance Sheet) as of September 30, 2019. Mrs. Bryson said that the committee will be provided with a copy of the financial audit once it's completed. The revised budget reflects an increase in both revenue and expenses.

Following discussion on the financial report, a motion was moved and properly seconded, to accept the financial report as presented. The motion carried.

Executive Director's Report

Dr. McKay said that as of November 19th 425 students were enrolled. She said that the next step in the 15-Year charter renewal is renegotiations. The renegotiation will include to negotiate the establishment of two (2) separate schools. The justification is that reenrollment numbers will not affect PMF scores when students leave the 16th Street campus after 2nd grade. To start negotiating adding grade 3 in SY 2021 and subsequently grades 4, and 5 to 16th Street in SY 2022 and 2023. Also, renegotiate 16th Street campus for SY 2021 to add leasing 2 additional classrooms and update the Pastor Study and Choir room.

After further discussion on the matter, the following motions were made, properly seconded:

- To start negotiation on establishing 2 separate schools
- Negotiate to add grade 3 in SY SY2021 and subsequently grades 4 and 5 in SY 2022 and 2023 at the 16th Street campus.
- Renegotiate 16th Street campus for SY 2021 to add leasing two (2) additional classrooms and update Pastor Study and Choir room.

The motions carried.

Dr. McKay said that a copy of the Whistleblower Policy that's mandated by the Public Charter School Board is included in the folder for Board approval. A motion was moved and properly seconded, to accept the Whistleblower Policy. The motion carried.

Principal's Report/Assistant Principal

The principal and assistant principal's reports were submitted for the information of the Board. Ms. Mamiam provide the members with an update on activities at the 16th Street campus.

Committee of the Whole Meeting

A motion was made and properly seconded to hold the Committee of the Whole meeting the week before the regularly scheduled meeting. The motion carried.

Board Retreat

A motion was made and properly seconded, that the Board Retreat be held on Saturday, February 1, 2020.

Action Items

The following motions were made, properly seconded and carried:

- To add the dual language immersion program through grade 5 for the upcoming 20-20 school year.
- To explore options for expanding the educational program at the 16th Street campus up to 5th grade.
- Work on operating and establishing two separate schools at MMBDA PCS
- To accept the Whistleblower Protection Policy as presented. .
- To hold the Committee of the Whole meeting the week before the regularly scheduled meetings.
- To hold the Board Retreat on Saturday, February 1, 2020

With there being no further business to come before the committee, the meeting adjourned at 8:18 p.m.

Minutes submitted by Mary Bunn