



TWO RIVERS BOARD OF TRUSTEES

March 9, 2020

Call to Order

The meeting of the Two Rivers Board of Trustees started at 6:00pm.

Board Members

Clara Haskell Botstein, Chair	Present
Justin Valentine, Vice Chair	Present
Ali Khawar, Secretary	Present
Adrian Jordan, Treasurer	Absent
Grace Aduroja, Trustee	Absent
Anne Lackritz, Trustee	Present, On Phone
Eli Schlam, Trustee	Present
Nick Rodriguez, Trustee	Present
Anne McElwain, Trustee	Absent
Kimberly Rollins, Trustee	Absent
Saumil Shah, Trustee	Present
Matthew Steenhoek, Trustee	Present
Lucas Pipes, Trustee	Absent
Reem Labib Tyson, Trustee	Present, On Phone
Aswathi Zachariah, Trustee	Present
Jessica Wodatch, Executive Director and Ex Officio	Present

Others Present

Khizer Husain, Director of External Relations
Tricia Eisner, Director of Communications
Ruth Skutt, Visual Arts Teacher
Michelle Kimso, Executive Assistant
Roy Gamses, Compass
Vicki Burns, Compass

Approval of Meeting Agenda

The Board unanimously approved the March 9th meeting agenda.

Approval of Board Meeting Minutes



TWO RIVERS BOARD OF TRUSTEES

The Board unanimously approved the February 10th & February 27th minutes.

Beyond the Walls Work

Director of Curriculum and Instruction Heyck-Williams shared an update on Two Rivers' Beyond the Walls Work, which is taking place in conjunction with our volunteer team from Compass. The team proposes creating a formal space for Two Rivers to share and leverage their learning, which would be known as The Two Rivers Institute. The Institute services could include local learning cohorts, educational visits to Two Rivers, school-based workshops, open educational resources on Learn with Two Rivers, Evening of Learning Seminars, and research and development of instructional practices. The team is currently working on financing and creating opportunities for Two Rivers staff to serve as faculty. The team will present final recommendations in May.

Development Committee - Gala

Director of Development Eisner shared that \$55,000 in sponsorships and tickets have been secured for the Gala. There are 7 institutional grants that have been submitted and Two Rivers is awaiting response.

Finance Committee

Trustee Shah presented the following Memos. The memos were sent to trustees in advance of the meeting.

- 403(b) Plan Restatement-In compliance with the Pension Protection Act of 2006 (PPA), 403(b) plan sponsors are required to update their plan documents on a regular basis to incorporate regulatory changes and discretionary amendments. Two Rivers has received the plan restatement package and changes that will be incorporated into the plan. Recommendation - approving the plan restatement package
- Special Inspection Testing Services and Third Party Inspection Services for MS2020-DCRA requires that a Third Party Inspector visit construction sites multiple times a week to test various parts of the materials and overall construction to ensure that buildings are being built to OSHA standards. Our general contractor, MCN Build, contracted with ECS Capitol Services (ECS) to perform these services. However, due to a recent change in



TWO RIVERS BOARD OF TRUSTEES

policy, DCRA is no longer allowing general contractors to hold the special inspections contract. Our owner's representative, Building Hope, solicited competitive proposals from ECS and FMC & Associates (FMC). Both proposals offered comparable services and demonstrated comparable expertise and experience. The cost estimate from ECS was \$66,495 while the cost estimate from FMC was \$76,472.

Recommendation - contracting with ECS on the basis of cost.

- Contract Renewal Recommendation for ERATE Fiber Internet Connectivity (Category 1) Services-Two Rivers leverage Universal Service Administrative Company (USAC)'s E-Rate program to fund 60% of its internet connectivity services. This year, with the new middle school we need to increase the bandwidth to 500 Mbps to support both campuses. Through the ERATE solicitation process, we only received one proposal from our existing vendor District of Columbia Community Access Network (DC NET). The 50% price increase from last year's price of \$32,696.88 represents the increased bandwidth from 200 Mbps to 500 Mbps at the Young campus. The increased bandwidth will support the new and existing facilities at Young.

Recommendation- renewing the contract with DC NET

- Additional Preschool Class in 2020-2021-For the 2020-2021 school year, Two Rivers has the opportunity to qualify for Title I funds as a school that is 'significantly expanding'. In order to guarantee that we qualify, Two Rivers would need to add 50 new students. We propose the addition of a preschool (age 3) year old class at the 4th Street campus and a reduction in preschool class size to 16 students (from 18). This would enable three preschool classes to transition smoothly into the existing two prekindergarten classes the following year.
- Recommendation-allowing the addition of a preschool class at 4th Street for the 2020-2021 school year

Following discussion, the Board unanimously voted to approve the recommendation.



TWO RIVERS BOARD OF TRUSTEES

Closed Session

Adjournment

The Board meeting adjourned at 8:00pm.

Prepared by:
Michelle Kimso /s/
Executive Assistant

Submitted by:
Ali Khawar /s/
Secretary