



Board Meeting Minutes

An open meeting of the Board of Trustees (the “Board”) of Creative Minds International Public Charter School (the “School”) was held on February 24, 2020. The meeting was called to order at 6:03 PM.

The following Board Members participated in person: Dionne Tyus Garvin (chaired meeting in Dr. Wise’s absence), Dr. Neal Brown, Dr. Lynn Jennings, Ornella Napolitano Navin Nayak, Prita Patel, Matt Walker, Jennifer Wallace. Jeanelle Johnson, Dr. Val Wise were absent with notification.

Also participating from CMI school leadership: Chuck Jackson, Interim ED and ex-officio board member; Craig Bednarovsky, COO; Nayamka Long, CAO.

1. Opening Items

- The Jan 2020 Board Meeting Minutes were presented for consideration. The Board voted unanimously to approve the January 2020 Board Meeting Minutes.
- Each trustee introduced themselves and described their role.

2. Committee Updates

Each committee provided a description of its work and an overall update:

- AEC: Update from Lynn
 - Review of Charter goals, with Jan 2020 update of progress to goals
 - Updated version of AEC update will happen at April board meeting.
- Finance: Update from Ornella
 - Days of cash are 66, above budget; increase of 7 days from last month (well above 45 day requirement)
 - Development updates:
 - 2019 year-end donations complete
 - Finance Committee will use Salesforce to track development
 - AFRH resident donated art supplies
 - Request from school leadership for more board engagement in fundraisers
 - Financials updated, including updated forecast; all looks good
 - OSSE loan is approved, now in documentation, moving forward
 - Construction project running on time
 - Form 990 submitted for approval; **Board unanimously approves 2019 Form 990 (for fiscal year ended June 30, 2019).**
- Governance: Update from Matt
 - Described process of selection of new parent trustee to replace Jerry Zayets

- Will solicit applications to middle school parents (including rising middle school students)
 - Will open formally in April with goal of selection new parent before SY2020-21
 - Will need new trustee for Finance Committee (preferably facilities and/or development experience, along with general finance background)
 - Will also look for new trustee with special education background
 - Goal for three new trustees to be in place before start of next school year
 - ED Search Committee: Update from Navin
 - 3 finalists at this stage—interim ED Chuck Jackson and 2 others
 - One finalist visited last week, another will visit on Feb 25
 - Final announcement expected in mid-March
 - Strategic Planning: Update from Dionne
 - Received info from Bellwether last month, still working with them
 - Three primary questions:
 - “What?”—What is the inspiring and shared vision for impact? What is our vision for student success?
 - “Where are we now?”—strengths, gaps, opportunities?
 - “How?”—What priorities will we elevate, and how can we work collaboratively as a team to achieve that success in the next three years?
 - Draft Strategic Priorities shared (work in progress)
 - Update of CMI graduate student profile—90-95% complete
 - Strategic planning meeting in March (date TBD)
 - REDI: Update from Lynn—REDI work is wrapped into strategic planning process, so no separate “REDI Committee” work is happening
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- **Report from Interim Executive Director**
 - March 5 Literacy Night (5:30-7pm), including book fair
 - Inclusion program all in compliance. Focus on what “Inclusion and Equity” means at CMI.
 - Planning staffing for next school year—
 - Building on Insight Survey of lead teachers from last Fall
 - Shared results of recent Staff Retention Survey—if asked back--
 - i. 91% of overall respondents were “Definitely” (75%) or “Probably” (16%);
 - ii. 94% of middle school staff were “Definitely” or “Probably” return
 - Professional development update; including continuation of Conscious Discipline school culture work and staff wellness (with Comfort Consulting)
 - Black History Month update, including 6888th documentary screening with producers present at AFRH Community Center on Feb 27 (1-3pm)
 - Update on new partnerships, including:
 - Working with Van Ness Elementary, which also uses Conscious Discipline
 - Transcend Education Mental Health and SEL Community of Practice
 - Lincoln’s Cottage programming team (led by CMI parent)

- Facilities/Architecture planning update from Craig
 - Review of timeline and work done so far
 - Selected Whiting-Turner as partner
 - Construction targeted to start in April
- Mid-year PCSB compliance report review
- **Board votes unanimously to accept all reports as given.**
- **There being no further business to be transacted, the meeting was adjourned at 7:33.**

Respectfully Submitted,
Matt Walker