



## **YouthBuild PCS Board Meeting Minutes December 12, 2019**

In attendance—Board Members Steve Lanning, Noel Bravo, and Mary Blatch (in person) and Suraj Patel (by phone); YouthBuild and TenSquare team members Claire Libert, Jeff Cooper, and Janalee Jordan-Meldrum. At 7:04pm, board members Elizabeth Grant and Mark Jordan joined the meeting (by phone.)

Steve Lanning, Board Chair, called the meeting to order at 6:36 p.m.

1. New Board Member.
  - a. Mr. Bravo updated the Board about his meeting with the new board of trustees candidate, Giselle Jones, and recommended that the Board elect her as a new trustee.
2. Financial Resolutions for Approval.
  - a. Mr. Cooper explained two resolutions that the board was requested to approve related to the school's 401k plan and signing authority for the school's bank accounts.
3. Leadership Update. Claire Libert provided an update to the Board about the status of school operations and academic achievement progress.
  - a. She noted that the school is now fully staffed on the transitions team and they are working on a description for the restorative practices coordinator.
  - b. Ms. Libert described steps that leadership and staff have taken to improve student culture.

At 7:04pm, board members Elizabeth Grant and Mark Jordan joined the meeting (by phone.)

4. Approval of minutes. Mr. Bravo moved to approve the minutes of the October board meeting as submitted; Ms. Blatch seconded; the minutes were approved by a unanimous vote.
5. Board Resolution of YouthBuild DC Public Charter School Approving Changes to Signing Authority for Financial Payments, Transfers, and Reallocations. Mr. Jordan moved to approve the resolution; Mr. Bravo seconded; the resolution was approved by a unanimous vote.
6. Board Resolution of YouthBuild DC Public Charter School Restatement of Qualified Retirement Plan. Ms. Blatch moved to approve the resolution; Mr. Bravo seconded; the resolution was approved by a unanimous vote.
7. Election of New Board Member. Mr. Bravo moved to elect Ms. Jones to the board of trustees for a two-year term; Ms. Grant seconded; the Board voted unanimously to elect Ms. Jones to the board of trustees.

8. Leadership update cont'd
  - a. Ms. Libert updated the board on the school's PMF performance, including GED passage rate so far this year.
9. Financial update.
  - a. Mr. Cooper provided the financial update, noting that the school's finances were in good shape and that the school received a clean audit for FY19.
10. Charter renewal process. The board discussed preparations for the charter renewal process and reviewed the draft letter that the school must send to the PCSB as part of the review process.

There being no further business, Steve Lanning adjourned the meeting at 8:13pm.