

Meeting of the LAMB Board of Directors

6 PM, Via Zoom Conference, 17th August 2020

Board Members Present: Roxana (Chair), Suzanne (Vice Chair), John Z. (Treasurer), Jen (Secretary), Ericka, Alan, ElShadey, Najia, Laura, Renee, John S.

Board Members Absent: None

Staff Present: Charis Sharp (Executive Director), Brian Nielsen (CFO), Lainie Santos (Principal), Maria-Jose Carrasco (Chief of Staff)

Agenda

1. Meeting called to order at 6:04pm.
2. Roxana welcomed everyone and introduced new Board Member John Sanchez. John made remarks about his excitement joining the Board.
3. Reviewed and approved agenda, discussed minutes from June 1, July 13, and August 8 meetings, and decided to vote on approval of the minutes after the break where certain board members would have additional time to review.
4. LAMB Reports and Action Items
 - a. ED Report
 - i. Open Meetings Act amendment passed by the City Council. Efforts underway to ensure compliance.
 - ii. Update on activities underway for the start of school including virtual learning, schedule, teacher preparations, professional development, distributing new computers, etc.
 - iii. BASE staff learning pods on campus four days a week – small groups, isolated, abide by COVID precautions, low-to-no cost for families depending on circumstances. Helps address equity issues; ensures kids in most need have regular supervision and support.
 - iv. Update on 14th Street location – temporary Certificate of Occupancy for next Monday, apply for final by end of the week; permitting came through and scheduling inspections underway; plan to have teachers set up Thursday.
 - v. Questions
 1. John S. asked if the COVID 19 operations handbook will have a Spanish version and what role the family engagement director will play. Charis said it would and the Director of Family Engagement has been part of crafting communication for families.
 2. John S. noted that one reason he joined the board is to help increase participation by Latino families and asked if there is a strategic plan. Charis said there is a framework for one but not a specific plan yet; once

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up and running would love to meet with John S. and other board members to help. Maria-Jose noted that they just restructured, and now have a family engagement team so can start creating a plan including goals and metrics. For next board meeting may have something more to share and will recruit volunteers.

3. John S. asked questions about the new 14th Street location. Charis discussed capacity and noted that she would like to engage in a future conversation of how we could admit some students at elementary levels -- can do so thoughtfully and intentionally to maximize enrollment levels and support programs.
4. Suzanne asked if there has been contingency and scenario planning, and inquired as to how prepared the senior team feels. Charis noted that they have contracted with WISE and one of main focuses is support and training for teachers and managing social and emotional health of students; surprised if start hybrid learning before January; appreciate when Board sends articles, blog posts, and resources; issues such as liability and staff or student illnesses weigh heavily.
5. Roxana asked more details regarding the contingency plan – how would you describe the plan if a student or staff test positive? Charis said anyone positive would be sent home along with everyone that is part of their pod, which is why they keep separate and isolated. Health department would be contacted for guidance regarding who needs to quarantine and length of quarantine. Roxana asked about substitute teacher capacity if a teacher gets sick and Charis said children would all be virtual but we have substitutes that can step in for virtual.
6. Alan discussed a webinar that dealt with the importance of data and metrics at this time. Charis discussed the need to first know where students are, so Fall will be more assessment-heavy than usual to help figure out a plan. Will also work with WISE helping teachers keep an eye on social and emotional well-being of students. And wellness taskforce for staff.
7. John Z. inquired further about metrics -- how in this environment are tools in place? Lainie discussed learning that took place in the Spring to guide what worked well and didn't for the Fall -- now platforms are geared toward long-term use, students in live lessons every day, teachers required to have 1-on-1 meeting with each student at least once a week, aligning curriculum in a way that all classrooms in all levels will see the same lessons, and coordinating testing and assessments so all assessments done by mid-October and when back on site we have a way to further personalize the curriculum.
8. Laura stated that we are hearing two things equally important – knowing where we are academically and taking care of social-emotional needs. She noted that she is a testing person so knows how important it is but doesn't see how it is all going to be fit in. Lainie referenced her previous comments and noted that during September teachers will do ARC

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testing (reading) one-on-one, and at the same time they will be able to do other lessons bringing kids back into a routine and focusing on social-emotional aspects. Looking toward October, working on schedule so parents can have kids come in to test in person in socially distant manner.

9. John Sanchez asked if there was a plan for compliance with the Open Meetings Act. Charis said that there will be a plan and noted there are various entities such as EBP providing trainings for board members and school leadership. All meetings will be open to the public and we will need to provide a recording or transcript within 7 days. Most work will happen in committee sessions, and meetings will be like DCPCSB meetings – focus on business and formal presentations.

b. Finance Committee

- i. John Z. noted that there are no updates this month besides materials Brian sent on Saturday.
- ii. Brian provided additional updates on 14th Street property -- delay in Certificate of Occupancy backing a few things up; selling of Missouri property still on track; delay in bond issuance on 14th street property; bond rating process; and options with equity from Missouri property sale. Alan asked about tracking enrollment and Brian assured we would get close to the 524 total.

c. Facilities Committee

- i. Suzanne noted that the committee has not met for a couple of months but will try to convene committee soon and make sure our extended community members on the committee are able to be updated and share.

d. Governance Committee

- i. Ericka noted that we have achieved goal in terms of composition of Board – numbers and range of skills and perspectives.
- ii. Jen talked about getting up to date on signing of conflict of interest and nondisclosure agreements. The committee will also be reviewing and, if applicable, suggesting updates to the bylaws.
- iii. John S. noted that he sent a list of important items for charter schools in DC. Jen said they would review and put in place necessary process and procedural documents but should not add things that are unnecessary or not relevant. Ericka concurred.

e. Development Committee

- i. Renee noted that they have not met since early July but are working to get another meeting on the books. She asked for the status of the Arriba campaign and Charis and Maria Jose discussed the differences this year due to the pandemic.

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- ii. Jen reminded Board members that we can do automatic monthly giving and Alan reminded Board members that we can utilize Amazon Smile for additional giving.

f. Student Performance Committee

- i. Laura provided a detailed presentation regarding creating a dashboard, focusing on purpose, goals, and metrics.
- ii. ElShadey noted that administrative team kicked off the process and has been great to work with. Laura asked for feedback and Alan commented that he is worried the focus is on too many things. Laura noted that items are tracked for transparency and knowledge and not all related to goals. Ericka concurred that she doesn't believe it is too much data to track. Roxana encouraged the SPC to incorporate equity-focused goals in an integrated way for each category instead of a separate set of goals.

- 5. Charis presented a video "virtual tour" of the 14th Street property.
- 6. After a short break, back in session at 8:06pm. Suzanne made a motion to approve the three sets of minutes from June 1, July 13, and August 8. Laura seconded the motion, and it passed unanimously with John S. abstaining as he was not on the Board during the previous meetings.
- 7. The LAMB Board went into Executive Session at 8:08pm.
- 8. The Board adjourned at 8:45pm

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This is a true representation of the August 17, 2020 Meeting of the LAMB Board of Directors.



Jennifer L. Carrier
Secretary, LAMB Board of Directors