

District of Columbia International School
Board of Trustees
Meeting via Zoom 9/17/2020
430pm

1. Begin Recording 4:30 pm
2. Trustee Attendees: Andrea Lachenmayr, Jamila Frone, Lisa Grillo, Deanna Troust, Clinton Randolph, Shalini Shybut, Leroy Clay, David Carl
3. Also Attending: Mary Shaffner, Melody Maitland, Lauren Games, DCI
4. Determination Quorum: yes
5. Votes Needed (By roll call):
 - a. Approve minutes from previous meeting: Approved
 - b. Sarah Snyder as Secretary: Approved
 - c. Lauren Games as Assistant Secretary: Approved
6. Management Report - Mary Shaffner introduced the new Chief of Staff, Melody Maitland, and Mary and Melody reported out on the following matters, with board discussion:
 - a. Creation and submission of continuous education plan, and progress toward bringing “priority populations” into building during distance learning.
 - b. Protocols for attendance monitoring and preliminary observations regarding attendance and enrollment issues.
 - c. Student Support Team (SST) creation and strategies.
 - d. Improvements of data dashboard for board and staff review, facilitating data-informed decisions and goals. Melody explained that tools will track both academic data and culture, with a primary goal of reducing subgroup discrepancies.
 - e. Senior leadership team’s proposed annual goals in areas of protecting safety, promoting authentic relationships, learning environment; to be considered for board approval/adoption next month.
7. Education Committee - Shalini reported that the Education committee and senior leadership team have been reflecting on the past year in connection with the proposal of the proposed goals and that Principal Maya Stewart and Deidra Bailey are expected to report out on such reflections at the October meeting.
8. Governance Committee - David reported on the following matters.
 - a. Recruitment: Luis Pozo-Lin has regrettably resigned from the board, and the governance committee is commencing a new search among families and other community members for new trustees, with a particular focus on trustees with connections to the Latinx community.
 - b. Secretary/Assistant Secretary: Jamila Frone stepping down as Secretary but will continue as a trustee. Long-time trustee and governance committee member Sarah Snyder has agreed to fill this role. The Governance committee nominates Sarah to serve as Secretary and Lauren Ganes to serve as the first Assistant Secretary.

- c. OMA Requirements: Procedures/questions relating to transition to compliance with Open Meetings Act starting in October, including notices, availability of written minutes and recordings, roll call votes, Zoom meeting procedures, providing opportunities for public comments, meeting calendar and permissible meeting closures. (Sarah, Lauren and Andrea) to circulate to trustees a summary of procedures to be used in advance of next meeting.
 - d. Update on legal matters.
 - e. Update on At Risk Preference options.
9. Finance Committee - Leroy reported on the following matters:
- a. Monthly financials: School ended the school year with a strong surplus; committee and leadership continue to monitor local and other developments for next year's budget.
 - b. Audit preparation.
10. Public Affairs Committee - Deanna reported on the following matters:
- a. Building capacity. With advice from committee, Mary is communicating with member schools with regard to capacity and limits on seats for feeder school matriculation to DCI.
 - b. Outreach to community re OMA changes.
 - c. Annual board intro and recruiting letter to families.
11. New Business: N/A
12. Next Meeting (open) -October 15th, 4:30\
13. Adjournment. The Board voted to adjourn at __ pm.