

**BOARD OF TRUSTEES**

Meeting Minutes

**April 17, 2021
9:00 a.m. – 11:25 a.m.**

A virtual meeting of the Board of Trustees (hereafter the “**Board**”) of Shining Stars Montessori Academy Public Charter School (hereafter “**Shining Stars**” or “**School**”) was held on Saturday, April 17, 2021 at 9:00 a.m. to 11:25 a.m.

**Agenda**

1. Introduction
	1. Welcome to the public
		1. The meeting was held virtually via Google Meet.
	2. Roll Call/Attendance
		1. Anthony King, Esq. (Chair)
		2. Willa Golden
		3. Tatiana LaBorde (Parent)
		4. Aldel Brown
		5. Regina Rodriguez-Garcia (ex-officio)
		6. Shawn Samuel
		7. Teischa Harris (Parent)
	3. Missing Board Members
		1. Kamal Wright-Cunningham
	4. Establish Quorum
		1. A quorum of directors was present, and the meeting, having been convened, proceeded with the business.
2. Old Business
	1. Approval of March 13th Emergency Meeting Minutes and March 20th Board Meeting Audio
		1. No comments from Board members
		2. Chair made a motion to approve the March 13th meeting minutes and the March 20th meeting audio
		3. Second by Tatiana LaBorde
		4. An I from Tatiana LaBorde, Aldel Brown, Willa Golden, and Teischa Harris
		5. The Board unanimously approved the March 13th emergency meeting minutes and March 20th meeting audio.
	2. Approval of February 2021 Financial Statements for submission to PCSB
		1. No comments from Board members
		2. Aldel Brown made a motion to approve the February financials
		3. Second by Tatiana LaBorde
		4. Motion accepted by Tatiana LaBorde, Willa Golden, Teischa Harris, and Shawn Samuel
		5. The Board unanimously approved the February financial statements for submission to PCSB.
	3. Approval of March 2021 Financial Statements for submission to PCSB
		1. No comments from board members
		2. Aldel Brown made a motion to table the March financials
		3. Second by Tatiana LaBorde
		4. Motion accepted by Willa Golden, Teischa Harris and Shawn Samuel
		5. The Board approved to carry over the March financials for review and approval at the next scheduled board meeting.
3. Public Comment
	1. This time is reserved for citizens, employees, and representatives of school groups to address the Board on items that are not on the agenda. By law, the Board cannot take action upon or discuss items that are not on the approved agenda, but welcomes your comments. Persons addressing the Board are asked to state their names and whether or not they are a resident of the District. The Board Chair reserves the right to limit comments from the public as well as the amount of time spent on any one topic.
		1. The April 17, 2021, meeting of the Board was open to the public. Member of the public present: Adell Chenier (SSMA parent) and Regina Hertz Lohr (SSMA parent and SSMACA Board Member).
		2. Comments from Adell Chenier and Regina Hertz Lohr: Both parents expressed their pleasure with the school year and the rollout of in-person hybrid learning.
		3. Question from Regina Hertz Lohr: Will the garden be impacted by the purchase of the building?
		4. Response from the Chair: We don’t outright own the building, but we do have a 45-year ground lease, which means for the next 45 years we have a higher leasehold. We have the ability to make significant modifications to the site, meaning, we have the ability to make modifications to the interior and exterior of the building.
		5. Response from Regina Rodriguez: The school is looking at bringing in a garden coordinator for this year, and we are hoping to recruit from the Guides. The school is weighing different options, with parent input, on how to improve the garden. Additionally, the school is looking at ways to incorporate gardening with classroom learning, i.e., life skills and entrepreneurial skills.
		6. Question from Regina Hertz Lohr: What will you need from parents?
		7. Response from Regina Rodriguez: Input and volunteering from parents/guardians. Bringing in people who have a love and passion for gardening. The school will also have student input and involvement.
		8. Comment from Adell Chenier: I would love for there to be some consideration from the school for a summer Spanish class.
		9. Response from Regina Rodriguez: I will bring it back to Principal Jenkins and Ms. Parson to see what their thoughts are on that and whether we have a sufficient number of parents who might be interested.
4. Executive Director's Monthly Summary Report
	1. Academic
		1. Summer Stars Program
			1. It will serve as the summer offering for students to provide high-dosage academic enrichment program for targeted students in grades 1-6.
			2. Math and language learning (i.e., reading and writing) for students who the school has seen some learning loss as a result of the interim assessment that was administered Fall 2019/2020 and Fall 2020/2021, and for students who have been recommended by their teacher. It will also support the social and emotional skills of students.
			3. The program will be for 5 weeks, from June 24, 2021, to July 29, 2021, Monday – Thursday from 9:00 a.m. to 1:00 p.m.
			4. The employee hours will be from 8:00 a.m. to 2:00 p.m.
			5. Staffing: A full time director, 3 math teachers, 3 English language/arts teachers, and 3 support staff.
			6. School will be providing breakfast and hopefully snack.
	2. Non-Academic
		1. Enrollment
			1. Enrollment figures as of April 10th is 375.
			2. There are 109 families that have applied to SSMA.
				1. 39% of this year’s applicant pool is from Ward 5, followed by Ward 7 and 4.
			3. Pre-K3: 180 families have applied.
			4. Rising 6th graders: 27 families have applied.
		2. Personnel
			1. Leadership mentoring program for guides: SSMA has created a mentoring program, whereby a veteran guide mentors a newer guide, providing support in a variety of ways (i.e., goal setting, direction, motivation, professional development, suggest training, etc.).
			2. Staff evaluations are almost complete.
	3. Governance
		1. Financials
			1. School is at 164 days of cash
			2. Gross margin is at 17.7 percent
			3. PCSB has extended the SY2021-2022 budget submission deadline
			4. According to the Mayor, charter LEAs and DCPS will get a 3.6% increase in per pupil allotment, as well as the occupancy.
			5. Financial Audit Review (FAR) is an audit the PCSB does of all schools, SSMA should be ending at 93 percent.
		2. Facilities Updates
			1. School has been doing exterior landscaping and garden updates.
			2. School continues to monitor infrastructure, to determine if updates are needed or required, i.e., the roof.
			3. School will be reviewing contracts for SY 2021-2022, to determine who will stay on the preferred vendor list and those who will be removed.
			4. The school is looking to enhance the janitorial staff.
5. Members Report
	1. No member reports.
6. Closing Items
	1. Adjourn Meeting
		1. There being no further business to come before the members, the meeting was adjourned by the Chair.