

**BOARD OF TRUSTEES**

Meeting Minutes

**May 22, 2021
9:00 a.m. – 11:00 a.m.**

A 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, May 22, 2021 at 9:00 a.m. to 11:00 a.m. Due to the current public health emergency, as declared by Mayor Muriel Bowser, the Board held its meeting virtually.

**Call to Order**

Mr. Anthony King (Board Chair), called the meeting to order at 9:01 a.m. R. Rodriguez recorded the minutes.

**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.
		2. Willa Golden
		3. Tatiana LaBorde
		4. Aldel Brown
		5. Regina Rodriguez-Garcia (ex-officio)
		6. Kamal Wright-Cunningham, PhD
	3. Establish Quorum
		1. A quorum of directors was present, and the meeting, having been convened, proceeded with the business.
2. Non-Board members in attendance
	1. Attorney Shavon Smith [School Attorney]
	2. Sonija Parson-Diaz [School Staff]
3. Old Business
	1. Approval of April 17, 2021, Board of Director Minutes [Audio Clip]
		1. Chair moved to approve Board of Directors meeting recording
			1. An I from Willa golden, Tatiana LaBorde, Aldel Brown, Kamal Wright-Cunningham, and Anthony King
		2. Board approved audio clip
	2. Approval of March 2021 Financial Statements
		1. No questions from Board members regarding the March 2021 financial statements.
		2. Chair moved to approve the March 2021 financial statements
			1. Aldel Brown – I move to accept the March 2021 financial statements as presented to the Board
			2. Willa Golden - second the motion
			3. Kamal Wright-Cunningham - accepts
			4. Willa Golden - accepts
			5. Tatiana LaBorde - accepts
			6. Aldel Brown - accepts
			7. Anthony King - approves
		3. March financials accepted and approved for submission
	3. Equity Statement Adoption/Endorsement
		1. Chair endorsed the document as presented
			1. It is a non-binding endorsement.
			2. Board agrees that it has a non-binding endorsement of the document for inclusion in the School’s documentation for staff and submission in other respects.
4. 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 May 22, 2021, meeting of the Board was open to the public. No members of the public were present.
5. Executive Director's Monthly Summary Report
	1. Academic
		1. Spring assessment is currently being administered to students.
		2. Principal Jenkins and Ms. Kelley are handling the assessments.
		3. While there is no PARCC’s, OSSE and PCSB will be requiring in July for schools to submit a report on assessment results. They have not come up yet with what sorts of questions they will be asking, but they will be asking the LEAs, to present whatever metrics the school is using to look at student growth and/or student achievement to prepare a report and present it to them in July.
		4. Dual Immersion program
			1. Sonija Parson-Diaz – Coordinator of Dual Immersion program
			2. The School is on track to expand the Dual Immersion program. Ms. Parson-Diaz is tasked with providing clarity internally and externally about the program.
	2. Financials
		1. Report on the April financials [to be considered at the next month’s Board meeting]
			1. The School has 165 days of cash. The School is projected to have that at year’s end.
			2. The School forecasts the school year end cash balance at $2.54 million, $1.4 million above budget.
			3. Starting cash is $900,000 cash above budget, $600,00 of that is from a rental payment that the school withheld in FY20, $300,000 of that is made of FY20 savings. Remaining of variance is as follows: $1.1 million improvement in net income, $682,000 in expenditures and adjustments associated with the new loan, plus $52,000 due to other operating expenditures.
	3. Non-Academic
		1. Attendance
			1. The School’s goal was to reach the 95% goal, the School is currently at 89.1%, which has a lot to do with a number of chronic absenteeism in a couple of classes. The highest percentage of students who are not attending are in Pre-K3 and in the 6th grade. The attendance team has been talking with parents and attempting to raise their participation.
			2. The School will be looking at more intervention strategies with parents. The School will be working more with SSMACA and parent board members to look at additional ways to reach out to those parents.
			3. The School is at 0% for in-school or out-of-school reflection.
			4. There are only 2 grades where attendance is below 90%, 11 classes are at 90% or above.
		2. Continuous Education Plan
			1. All charters are required for 21-22 to do a continuous education report. The School has received the application questions from OSSE. OSSE has decided to separate the academic instructional assessment part of the plan from health and safety. So, there are actually two plans that are due, with two separate sets for requirements and guidelines.
			2. The School will be working on this report and will provide the Board with a draft for review.
		3. The School was selected by a PEA group among 4 schools to be a school that they want to provide corporate donations to.
		4. Personnel
			1. All contracts and evaluations for staff have been completed.
			2. The units have had conversations with their directors.
			3. There are a couple of title adjustments.
			4. There will be a couple “years of service” adjustments.
			5. The School has made 3 meritorious awards for outstanding service. The nominations come from the leadership.
			6. New hires: Two (2) new hires for next school year (2021-2022), ELL Coordinator and Learning Specialist. The School will be hiring a Montessori Bilingual Guide.
			7. Summer Stars Program: The School has interviewed and will be hiring the 6 summer stars teachers. The summer stars program will be part of the School’s extended learning program.
		5. Board meeting dates: The meetings will be held on the third Saturday of every month, which was agreed to last time.
	4. Facilities Update
		1. The School has put out a multiple services RFP.
6. Members Report
	1. No member report.
7. Closing Items
	1. Adjourn Meeting
		1. There being no further business to come before the members, the meeting was adjourned by the Chair.
8. Closed Session
	1. The Board of Trustees entered into a closed session for the following reasons:
		1. **Negotiations**[[1]](#footnote-1): To discuss and establish the position to be taken in negotiating the price and other material terms of a contract(s).
		2. **Personnel[[2]](#footnote-2):** To discuss the appointment, employment, assignment, promotion, performance evaluation, compensation, discipline, demotion, removal, or resignation of government appointees, employees, or officials, or of public charter school personnel, where the public body is the board of trustees of a public charter school.
1. *See* D.C. Official Code § 2–575(b)(2). [↑](#footnote-ref-1)
2. See D.C. Official Code § 2–575(b)(10) [↑](#footnote-ref-2)