



**MEETING MINUTES  
CAPITAL CITY PUBLIC CHARTER SCHOOL BOARD**

**September 14th, 2021**

*This meeting took place via Zoom due to the Pandemic.*

**Attendance:**

Trustees in Attendance: Jonathan Campbell, Sarah Dillard, Quameice Harris , Anne Herr, Galo Pazmino, Xiomara Santos, Rochanda Hiligh-Thomas, Mizmun Kusairi, Hiram E. Puig-Lugo, Nitika Tolani

Trustees Absent: Alison Arnold

CCPCS Staff in Attendance: Dominique Coote, Karen Dresden, Mer Kammerling, Pamela McKinney, Jonathan Weinstein

*Meeting called to order at 6:34pm*

**WELCOME**

Nitika Tolani, Board Chair, welcomed trustees and Capital City staff to the September Board Meeting.

**MEETING AGENDA**

*The Board unanimously voted to adopt the meeting agenda.*

**CONSENT AGENDA**

*The Board unanimously accepted the Consent Agenda that included the June Board Meeting Minutes, Development Committee Minutes, Development Dashboard and Contracts Approved Since Last Meeting*

**STRATEGIC PRIORITIES FOR SY21-22**

Karen Dresden, Head of School, shared a presentation with five strategic priorities for the school year. She recognized that all students experienced the pandemic differently and we are committed to meeting students where they are and accelerating their learning.

The priorities include: Supporting student social emotional needs, differentiated and accelerated learning, family engagement, effectively utilizing human capital, and developing a new strategic plan.

### **COVID SAFETY UPDATE**

Mer Kammerling, COVID Re-entry Operations Manager, joined the Board meeting to present a COVID safety update with Karen Dresden. Karen shared that the COVID team is made up of Mer and four COVID Re-entry Associates. The team duties include communicating and operationalizing safety plans, conducting COVID testing, completing contact tracing, managing quarantine and exclusion lists, dealing with students who become ill during the day, and promoting vaccination and other preventative health measures.

Karen shared about our approach to COVID testing. She shared that we aim to test all students and staff each week using pooled testing. We currently have 87% consent for testing from our students. So far this year, we've only had 1 positive pool out of 133 pooled tests. She also shared that we are testing more than most schools. DCPS are only testing 10-20% of their students. With our testing, we can identify cases earlier and prevent transmission.

We have prepared well for the need to pivot to distance learning so that we are ready if a whole class or individual students need to learn remotely. Students have home computers and all classrooms are equipped to simulcast. Our LIT Team supports teachers with training and resources so that they are ready to pivot at any time. The co-teaching model is also extremely helpful with hybrid instruction.

Karen also shared that we are currently inline with DC's policy of vaccination or weekly testing. 91% of our staff are currently vaccinated and an additional 2% have received the first shot. Vaccination is required for all new hires and contractors and we are updating employee policies for COVID situations like quarantines. The draft was shared with staff and we will finalize soon.

### **SCHOOL PERFORMANCE: BRIEF OVERVIEW OF SY20-21 DATE AND ASSESSMENT PLAN FOR SY21-22**

Dominique Coote, Director of School Quality, updated the board on SY20-21 attendance and benchmark assessment data and provided a preview of the assessment plan for the current school year. She shared that keeping students engaged in learning throughout the 2020-2021 school year was a top priority for us. We were able to successfully administer our benchmark assessments in reading, math and science and while remote test administration had its difficulties, teachers and staff worked diligently to address these issues. End of year results were lower than we would have hoped, but it is currently not known if schools across the city had better, worse or on par results. This school year, we plan to administer MAP Growth assessments three times.

Administration will be in person, though we will use the lessons we learned from last year's remote administration to support any students learning virtually due to a medical exemption or the need to quarantine.

Dominique shared that we will provide updates on data, findings, and next steps to the Board throughout the year. We plan to share information from beginning-of-year assessments at our next meeting on November 18th.

### **GOVERNANCE: REVIEW TRUSTEE AGREEMENT AND CONFLICT OF INTEREST POLICY; DISCUSS POSSIBLE BOARD RETREAT**

Nitika Tolani, Board Chair, shared that our Board last held a retreat in October 2019. Working again with Education Board Partners, she proposed that we hold a Board retreat focused on board development this fall. Our goal for the retreat will be to center on how we can best engage as Board members to support Capital City. A retreat will also offer us the chance to get to know newer Trustees and strengthen our connections as a Board.

Since this is the first meeting of the year, Nitika shared about Trustee Agreements and our Conflict of Interest Policy. After the meeting, these documents will be sent by Docusign for Trustee's signatures.

*The Board unanimously voted to update the Board Meeting schedule to include a closed session Board Retreat this school year for the purposes of training and development.*

### **DEVELOPMENT: SY21-22 GOALS AND BOARD SUPPORT**

Pamela McKinney, Development Director, shared the fundraising calendar with Trustees to give everyone an idea what the Development Team is thinking about this school year. Our goal this year is \$100,000 from individuals for the Family and Friends Giving Fund. This year, we are trying out a new campaign tied into the first six weeks of school. We will be highlighting the experiences and perspective of students, staff and families and what returning to the school building has meant to them.

John Campbell, Trustee, shared the SY21-22 commitment form. He shared that this year's form provides actionable suggestions for how to engage with development and outreach efforts. He asked Trustees to complete the form before the end of the month.

*The meeting adjourned at 8:21pm.*