



**Annual Meeting Minutes for the  
Board of Trustees of DC Scholars Public Charter School (DCSPCS)**

Wednesday, September 29, 2021

4:30 pm via Zoom

<https://dcscholars-org.zoom.us/j/94776885637?pwd=ZytOK0pFUFPcZDZsS1I5L2t1eUpoZz09>

**Board Members Present:** Bob Weinberg, Robert Patterson, Crystal Williams, Jackie Lendsey, Andrew Ellenbogen, Parchelle Brooks, Shantania Williams, Janelle Suggs (4:40 pm).

**Board Members Absent:** Evan Piekara, Maegan Marcano.

**DC Scholars Staff Present:** Business Manager Emily Stone, Director of Finance and Operations Colin Welch, Executive Coach Jennifer Leonard, Head of School Amy Helms.

**EdOps Staff:** Vickie Ho, Finance Specialist.

- I. Welcome and Agenda Review
  - a. Mr. Weinberg called the meeting to order at 4:33 pm after taking roll call to determine the presence of a quorum.
  - b. Mr. Weinberg announced the resignation of Erica Jackson as a board member due to personal reasons. The Board is grateful for Erica's contributions.
- II. Introduction of New Board Members
  - a. Ms. C. Williams introduced the two new Board members, Shantania Williams and Parchelle Brooks, and the Board members introduced themselves as well.
- III. Candidate Forum & Election Process
  - a. Mr. Patterson announced the candidate forum and nominations for the chair-elect and treasurer-elect. Mr. Patterson announced that Mr. Piekara accepted the nomination and was unable to attend this meeting. Ms. Lendsey accepted her nomination of chair-elect. Discussion followed.
  - b. Mr. Patterson shared the nomination of the Board to elect Jackie Lendsey as Chair-elect of the Board of Trustees. Ms. Brooks made the motion to elect Ms. Lendsey as chair-elect, and Mr. Weinberg seconded the motion. Mr. Patterson conducted a roll call vote. The Board voted unanimously to approve Jackie Lendsey as the Chair-elect.
  - c. Mr. Patterson shared the nomination of the Board to elect Evan Piekara as Treasurer-elect of the Board of Trustees. Mr. Weinberg made the motion to elect



Mr. Piekara as treasurer-elect, and Ms. Lendsey seconded the motion. Mr. Patterson conducted a roll call vote. The Board voted unanimously to approve Evan Piekara as the Treasurer-elect.

IV. Election of Officers

- a. Mr. Patterson shared the recommendation of the Governance Committee for the Board to elect Bob Weinberg as Chair of the Board of Trustees. Ms. S. Williams made the motion to elect Mr. Weinberg as Board Chair, and Ms. Lendsey seconded the motion. Mr. Patterson conducted a roll call vote. The Board voted unanimously to approve Mr. Weinberg as Board Chair.
- b. Mr. Patterson shared the recommendation of the Governance Committee for the Board to elect Ms. Crystal Williams as the Secretary of the Board of Trustees. Ms. Lendsey made the motion to elect Ms. C. Williams as Secretary, and Ms. Suggs seconded the motion. Mr. Patterson conducted a roll call vote. The Board voted unanimously to approve Ms. Williams as Secretary.
- c. Mr. Patterson shared the recommendation of the Governance Committee to elect Mr. Ellenbogen as Treasurer of the Board of Trustees. Ms. Lendsey made the motion for the Board to elect Mr. Ellenbogen as Treasurer, and Ms. Suggs seconded the motion. Mr. Patterson conducted a roll call vote. The Board voted unanimously to approve Mr. Ellenbogen as Treasurer.

V. Appointment of Committee Chairs and Members.

- a. Mr. Weinberg appointed Mr. Ellenbogen as Chair of the Finance Committee, Ms. C. Williams as Chair of the Governance Committee, Ms. Marcano as Chair of the Development and Outreach Committee, Ms. Lendsey as Chair of the Head of School Oversight Committee, and announced a vacant seat for the Chair of the Academics Committee.
- b. Mr. Weinberg also named the members of all Board committees:
  - i. Finance Committee: Andrew Ellenbogen, Evan Piekara, Bob Weinberg
  - ii. Governance Committee: Crystal Williams, Robert Patterson, Bob Weinberg
  - iii. Development and Outreach Committee: Maegan Marcano, Evan Piekara, Parchelle Brooks, and Bob Weinberg
  - iv. Head of School Oversight Committee: Jackie Lendsey, Bob Weinberg
  - v. Academics Committee: Janelle Suggs, Shantania Williams, and Bob Weinberg.

VI. Conflict of Interest Form

Mr. Weinberg reminded the Board members of the need for all Board members to complete and submit the Conflict-of-Interest form.

VII. Closing



Mr. Weinberg made a motion to close the meeting. Mr. Patterson seconded the motion. Mr. Weinberg conducted a roll call vote. The motion was approved, and the meeting was adjourned at 5:00 pm.

*This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at [opengovoffice@dc.gov](mailto:opengovoffice@dc.gov).*



**September Meeting Minutes for the  
Board of Trustees of DC Scholars Public Charter School (DCSPCS)**

Wednesday, September 29, 2021

5:00 pm via Zoom

<https://dcscholars-org.zoom.us/j/94776885637?pwd=ZytOK0pFUFPcZDZsS1l5L2t1eUpoZz09>

**Board Members Present:** Bob Weinberg, Robert Patterson, Crystal Williams, Jackie Lendsey, Andrew Ellenbogen, Parchelle Brooks, Janelle Suggs, Shantania Williams, Evan Piekara (5:10 pm).

**Board Members Absent:** Maegan Marcano.

**DC Scholars Staff Present:** Business Manager Emily Stone, Director of Finance and Operations Colin Welch, Executive Coach Jennifer Leonard (until 6:00 pm), Head of School Amy Helms.

**EdOps:** Vickie Ho, Finance Specialist.

- I. Welcome and Agenda Review
  - a. Mr. Weinberg called the meeting to order at 5:01 pm after taking roll call to determine the presence of a quorum.
- II. Chair Updates
  - a. Mr. Weinberg recognized Jennifer Leonard for her service over the past 4+ years and acknowledged some highlights of her time with DC Scholars PCS.
- III. Approval of Meeting Minutes
  - a. June 16, 2021 Meeting Minutes

Ms. Lendsey made a motion to approve the June 16, 2021 Meeting Minutes. Ms. S. Williams seconded. Mr. Weinberg conducted a roll call vote. The motion was approved.
  - b. July 13 – 15, 2021 Action without Meeting Minutes

Ms. Lendsey made a motion to approve the July 13, 2021 Action without Meeting Minutes. Ms. C. Williams seconded. Mr. Weinberg conducted a roll call vote. The motion was approved.
  - c. September 14, 2021 Special Meeting

Ms. Lendsey made a motion to approve the September 14, 2021 Special Minutes. Mr. Patterson seconded. Mr. Weinberg conducted a roll call vote. The motion was approved.
- IV. Governance Committee Report



- a. SY21-22 School Documents
    - i. SY21-22 Scholar & Family Handbook
      - 1. Governance Committee updated the Board on an addendum to long term suspension policies within the Handbook at the request of DC PCSB.
    - ii. SY21-22 Employee Policies
      - 1. At the recommendation of the Governance Committee, and after discussion, Mr. Patterson moved to approve the SY21-22 Employee Policies. Ms. Brooks seconded. Mr. Weinberg conducted a roll call vote. The motion was approved.
  - b. SY21-22 Committee Goals Tracker
    - i. Ms. C. Williams reminded the Board of the expectations for updating the Committee Goals Tracker on a monthly basis.
  - c. Board Onboarding Handbook
    - i. Ms. C. Williams announced the Board Onboarding Handbook, which will be shared with the Board later this year.
- V. Finance Committee
- a. June 2021 Close Financials

Mr. Ellenbogen provided an oral update and discussed the school's financials for SY20-21, provided in the packet.
  - b. July 2021 Close Financials

Mr. Ellenbogen provided an oral update and discussed the school's financials for the start of SY21-22, provided in the packet.
  - c. Vote for Approval
    - i. Financial Policy Manual

At the recommendation of the Finance Committee, and after discussion, Ms. S. Williams made a motion to approve the Financial Policy Manual. Mr. Patterson seconded the motion. Mr. Weinberg conducted a roll call vote. The motion was approved.
    - ii. Amazon Line of Credit Increase

At the recommendation of the Finance Committee, and after discussion, Mr. Patterson made a motion to approve the Amazon line of credit. Ms. Brooks seconded the motion. Mr. Weinberg conducted a roll call vote. The motion was approved.
- VI. Head of School Oversight Committee
- a. Ms. Lendsey provided an oral report for the Head of School Oversight Committee. Discussion followed.
- VII. Head of School's Report
- a. Ms. Helms provided an oral report related to School Re-Opening and COVID-19, Quarantines, and Staffing Impacts as well as Staff Vacancies. Ms. Helms provided an update on the Theory of Action and how teacher development structures



occur in light of the COVID-19 pandemic, progress to schoolwide goals, and the upcoming 10 Year Charter Review with DC PCSB.

- b. Ms. Helms responded to questions and comments from the Board.

VIII. Closing

- a. Mr. Weinberg announced the need to reschedule the October Board meeting.
- b. Mr. Weinberg thanked the board members for their participation.
- c. Mr. Weinberg made a motion to close the meeting. Mr. Patterson seconded the motion. Mr. Weinberg conducted a roll call vote. The motion was approved, and the meeting was adjourned at 6:47 pm.

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**October Meeting Minutes for the  
Board of Trustees of DC Scholars Public Charter School (DCSPCS)**

Friday, October 15, 2021

4:30 pm via Zoom

<https://dcscholars-org.zoom.us/j/91600491308?pwd=MmFYTjdVN3JTdmZVc3NodVRpVTRudz09>

**Board Members Present:** Bob Weinberg, Crystal Williams, Parchelle Brooks, Maegan Marcano, Shantania Williams, Evan Piekara, Janelle Suggs, Jackie Lendsey (5:29 pm).

**Board Members Absent:** Robert Patterson, Andrew Ellenbogen.

**DC Scholars Staff Present:** Business Manager Emily Stone, Executive Coach Jennifer Leonard, Director of Math Dr. Brittany Whitby, Head of School Amy Helms.

I. Welcome and Agenda Review

- a. Mr. Weinberg called the meeting to order at 4:35 pm after taking roll call to determine the presence of a quorum.

II. Finance Committee Report

a. Contracts - Vote for Approval

i. EdOps Data Analytics

At the recommendation of the Finance Committee, and after discussion, Ms. S. Williams made a motion to approve the EdOps Data Analytics contract. Ms. C. Williams seconded the motion. Mr. Weinberg conducted a roll call vote. The motion was approved.

ii. EdOps Human Resources

At the recommendation of the Finance Committee, and after discussion, Ms. C. Williams made a motion to approve the EdOps Human Resources contract. Ms. Suggs seconded the motion. Mr. Weinberg conducted a roll call vote. The motion was approved.

iii. Helios HR Amendment

At the recommendation of the Finance Committee, and after discussion, Ms. S. Williams made a motion to approve the Helios HR contract amendment. Ms. Brooks seconded the motion. Mr. Weinberg conducted a roll call vote. The motion was approved.

iv. School Health Partners

At the recommendation of the Finance Committee, and after discussion, Ms. Marcano made a motion to approve the School Health Partners contract. Ms. Brooks seconded the motion. Mr. Weinberg conducted a roll call vote. The motion was approved.

III. Head of School's Report



- a. Ms. Helms provided an oral report related to the Mayor's Staff Vaccination Mandates and 10 Year PCSB Charter Review.
- b. Ms. Helms responded to questions and comments from the Board.
- c. Ms. Helms recognized Dr. Brittany Whitby to provide updates pertaining to the impact of the COVID-19 pandemic on academics and learning loss.

IV. Closing

- a. Mr. Weinberg thanked the board members for their participation.
- b. Mr. Weinberg made a motion to close the meeting. Ms. Lendsey seconded the motion. Mr. Weinberg conducted a roll call vote. The motion was approved, and the meeting was adjourned at 5:47 PM.

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