



SHINING STARS
MONTESSORI ACADEMY
— PUBLIC CHARTER SCHOOL —

BOARD OF TRUSTEES
Meeting Minutes
January 15, 2022 (Rescheduled)
9:03 a.m. – 11:18 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, January 15, 2022, at 9:03 a.m. to 11:18 a.m.

Call to Order

Mr. Anthony King (Board Chair), called the meeting to order. R. Rodriguez recorded the minutes.

Agenda

1. Introduction
 - a. Welcome to the public
 - i. The meeting was held virtually via Google Meet.
 - b. Roll Call/Attendance
 - i. Anthony King, Esq. (Chair)
 - ii. Aldel Brown
 - iii. Willa Golden
 - iv. Tatiana Laborde (Parent)
 - v. Regina Rodriguez-Garcia (ex-officio)
 - vi. Kamal Wright-Cunningham
 - vii. Teicha Harris (Parent)
 - c. Missing Board Members
 - i. Shawn Samuel
 - d. Establish Quorum
 - i. A quorum of directors was present, and the meeting, having been convened, proceeded with the business.
2. Public Comment
 - a. 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.
 - i. The **January 15, 2022**, meeting of the Board was open to the public.
 - ii. There were no members of the public present.

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3. Old Business
 - a. Vote to approve – November 20, 2021, Board of Director Minutes
 - i. No comments from Board members
 - ii. Chair moved to accept the Board of Directors meeting minutes
 - iii. Motion to accept made by Willa Golden
 - iv. Second by Tatiana Laborde
 - v. An I from Anthony King, Willa Golden, Tatiana Laborde, Aldel Brown, Kamal Wright-Cunningham, and Teicha Harris (Parent)
 - vi. November 20, 2021 Board Meeting Minutes unanimously approved by the Board.
 - b. Vote to approve - November 2021 Financial Statements
 - i. No comments or questions from Board members
 - ii. Chair moved to accept November 2021 financial statements
 - iii. Motion to accept by Tatiana Laborde
 - iv. Second by Willa Golden
 - v. An I from Anthony King, Willa Golden, Tatiana Laborde, Kamal Wright-Cunningham, Aldel Brown, and Teicha Harris (Parent)
 - vi. November 2021 financial statements unanimously approved by the Board for submission and publication.
4. Executive Director's Monthly Summary Report
 - a. Academic
 - i. No academic report for this month.
 - ii. Winter 2022 NWEA K-6 assessments scheduled to begin January 18, 2022. Principal Jenkins will look at both in-person and virtual administration for the assessments. Especially virtual, for the few families that we have that are eligible for virtual 100 percent of the time. We should have those results very early in February.
 - b. Non- Academic
 - i. Discipline
 1. There were no In-School Reflections or Out-of-School Reflections recorded for the period covered by this report.
 - ii. Enrollment 2022-2023
 1. The number of families who have applied this year has doubled from this time last year.
 2. My School DC “Demand Report” to Shining Stars: The following represent the EdFest (Dec. 13, 2021) to Jan. 3, 2022, primary enrollment data points. Major takeaways:
 - a. Number of families selecting SSMA (104) is almost double the number at this time last year.
 - b. Number of selecting SSMA as their first choice, twice the number at this time last year.
 - c. Largest number of families applying continuing to be from Ward 5 (43%).
 1. Ward 1 – 3%, Ward 2 – 0, Ward 3 – 0, Ward 4 – 21%, Ward 6 – 9%, Ward 7 – 13%, Ward 8 – 10%, and out of state – 5%.

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- d. School goal is to increase the pace at a minimum of 50 families per month.
 - e. Retention of enrolled families remains. Attrition not to exceed 13%.
 - f. As of 1/15/2022 the total applications is adjusted to 110.
- iii. COVID-19 Health and Safety Update
 - 1. The Mayor is distributing to all schools for Pre-K3 and Pre-K4 students, to be distributed on Fridays, rapid tests to test. Shining Stars will also make that available to parents of our Kindergarteners. Unlike the traditional schools where there are single grade classrooms, our Pre-K3 and Pre-K4 are also in the same classrooms with our Kindergarteners. Kids will get a rapid test to take home, it will be handed to parents when they come in. They will test over the weekend, and they will let us know over the weekend what the test results are. This is only for those children who currently are unable or ineligible for vaccinations. These rapid tests are also for staff.
 - a. The school will continue to offer, for 5 through 12-year-olds, the PCR test on Wednesdays. That test is managed by the OSSE contractor Shield T3.
 - 2. Pediatric Pop-Up Clinic
 - a. Two clinics will be hosted by SSMA on 1/18 and 2/8 (1st dose, 2nd dose, or booster shot).
 - 1. This clinic will be open to anyone that walks by and wants it, but the priority will go to our students and the parent who must accompany the child.
 - 2. It is also an opportunity to make sure all staff receive their booster shot.
 - b. FAQ created for parents.
- iv. Personnel
 - 1. The school has redesigned the careers page tab on the website to make it easier for folks to come in and have a preview of 2022-2023 vacancies. These positions are not vacant yet, but we really want to use it more to generate potential or prospective applicants. Or, in the event that current employees indicate that they are not returning, or we decide it's not the right fit and not extend the contract.
 - 2. Retention, Recruitment and Hiring of Staff for SY2022-2024
 - a. Talent Development and Hiring Philosophical Reset for SY2022-2023 hiring.
 - 1. We will use more creative acquisition strategies to find candidates that are not only capable and accomplished but are also the right fit for our school.
 - 2. We will focus on bringing candidates with superior credentials, and excellent technical expertise to

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meet our school's need. Additionally, we are seeking candidates with a unique mindset that really works for our culture, which focuses our team members on being humble, hungry and smart. We will also use that philosophy to help strengthen our employee development programs.

3. Intent to Return Form
 - a. All staff members received the intent to return form. It is not binding. But we are asking staff questions about their intent to return to Shining Stars, why they are returning, and if there are other positions in Shining Stars that they might like to apply for.
 4. SY2022-2024 Employment Listings
 - a. Listing is to generate interest and a pool of applicants as we determine staff intentions on a separate track. These are all not yet vacancies.
 5. Resumes
 - a. We have received 77 resumes and they are being screened to determine if there are any applicants that we want to take to a stage 2 interview with staff.
- v. December 2021 Attendance
1. Attendance Rate and Submission
 - a. Year-to-Date In-Seat Attendance (ISA) Rate – 93.01%
 - b. Monthly ISA Rate % - 89.04%
 - c. Year-to-Date Submission Rate % - 99.66%
 - d. Monthly Submission Rate – 98.3%
 2. Chronic Absenteeism
 - a. Satisfactory Attendance – 120
 - b. At-Risk Attendance – 59
 - c. Moderate Chronic Absence – 52
 - d. Severe Chronic Absence – 7
 - e. Profound Chronic Absence - 4
- c. December 2021 Financials
- i. Deferred until next Board of Directors meeting.
5. Member Reports
- a. Outdoor Classroom
 - i. The school plans to expand its classroom living area.
 - ii. OSSE has contracted with Out Teach to work with schools to grow their outdoor learning.
 - iii. Dr. Rodriguez and Parent Board Member Tatiana Laborde met with the Landscape Architect to go over the preliminary plan that they developed. The plan flows from us having brought them to the site and to look at four areas of our school: the atrium, the garden, the 13th street side of the building, and there is a fourth area that is between the garden and the 13th street side, where the stone pathway is located. They came up with four

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quadrants and proposed improvements, and growing other areas from scratch (e.g., fencing and instillations).

- iv. They have come back with a proposal, to have us decide on which area we would like to have them start.
- v. Dr. Rodriguez will meet with them again to discuss the Memorandum of Understanding (MOU) the school has received.
- vi. In order to re-design 3 and 4, it will cost about \$80,000.
- vii. The school has received monies from OSSE to be able to do some outdoor learning renovations and upgrades.

6. Closing Items

a. Adjourn Meeting (Vote)

- i. There being no further business to come before the members, the meeting was adjourned by the Chair.