



SHINING STARS
MONTESSORI ACADEMY
— PUBLIC CHARTER SCHOOL —

BOARD OF TRUSTEES
Meeting Minutes
April 23, 2022 (Rescheduled)
9:03 a.m. – 10:24 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 23, 2022, at 9:03 a.m. to 10:24 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. Tatiana Laborde (Parent)
 - iii. Willa Golden
 - iv. Teicha Harris (Parent)
 - v. Aldel Brown
 - vi. Regina Rodriguez-Garcia (ex-officio)
 - vii. Kamal Wright-Cunningham¹
 - 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 **April 23, 2022**, meeting of the Board was open to the public.
 1. There were no members of the public present.

¹Board Member Kamal Wright-Cunningham joined the meeting at 9:38 a.m.

3. Old Business
 - a. Vote to approve – February 26, 2022, Board of Directors Minutes
 - i. No comments from Board members
 - ii. Chair moved to accept, approve, and publish the Board of Directors meeting minutes
 - iii. Motion to accept made by Tatiana Laborde
 - iv. Second by Teicha Harris
 - v. An I from Anthony King, Aldel Brown, Willa Golden, Tatiana Laborde, and Teicha Harris
 - vi. February 26, 2022, Board Meeting Minutes unanimously approved by the Board.
 - b. Vote to approve – February 2022 Financial Statements
 - i. No comments or questions from Board members
 - ii. Chair moved to accept, approve, and publish February 2022 financial statements
 - iii. Motion to accept by Tatiana Laborde
 - iv. Second by Willa Golden
 - v. An I from Anthony King, Aldel Brown, Willa Golden, Tatiana Laborde, and Teicha Harris
 - vi. February 2022 financial statements unanimously approved by the Board.
 - c. Vote to approve – March 2022 Financial Statements
 - i. Postponed until the next scheduled board meeting.
4. Executive Director's Monthly Summary Report
 - a. Academic
 - i. Current initiatives to address instructional loss, or interrupted instruction, coming out of 100% virtual:
 1. Increased observation and feedback by the Principal and instructional staff.
 2. Brought on additional accelerated learning guides to work intensively with those students we felt were mastering content, but generally don't show growth because they mastered. And, those that were above average, to encourage their learning and to keep them learning.
 3. The guides continued to provide instruction to those students, but also made smaller group of students with the guides, so they can then work with those who are struggling and reluctant students.
 4. Increased IXL hours for those students.
 5. Weekly monitoring of their progress and growth, which is then reported to the Principal and then reported out to the Executive Director at the bi-weekly leadership meeting.
 6. We are exploring and have been in communication with Howard University to have 4 graduate students at the school next year, to continue some of the work the accelerated learning guides were providing. But, in addition to that, one of the things we will be doing is opening 2 to 3 positions we did not have previously for academic interventionists.

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- ii. American Reading Company
 - 1. Reading units the school has this school year, which is through the American Reading Company. The Executive Director will share more about it with parents in the News and Notes.
- iii. Mathematics
 - 1. The Executive Director is working with the Principal to discuss how we will be presenting mathematics next year. The Executive Director has asked the Principal to meet with other principals and to talk to other teachers.
 - 2. The Executive Director will report back to the to the Board in May on where we are with that.
- iv. PARCC
 - 1. There are a total of 72 students taking PARCC
 - a. 29 3rd graders
 - b. 11 4th graders
 - c. 28 5th graders.
- v. Every Child Ready (ECR)
 - 1. A new assessment for Pre-K3 and Pre-K4 students. The test evaluates students on math and literacy.
- vi. Summer Program
 - 1. We are planning to have a summer program, Summer Stars.
 - 2. The summer program can be done online.
 - 3. We will be working with a group called Pearson Learning.
 - 4. It will not be Shining Stars teachers presenting.
 - 5. They are all certified teachers.
 - 6. The school selects what it wants the students to participate in for that program; parents will get that at home.
 - 7. Built into it is an assessment at the end of the program, so that we can see if this make sense and is this something the school should continue.
- vii. School Library
 - 1. We are looking at having a circulating library.
 - 2. We want to have a minimum of 20 books per student, we currently have 1,000 books in the library.
 - 3. We want to up the number of fictions, and informational texts. The budget for this is \$20,000.
 - 4. We are also looking at having a library assistant to help the librarian with shelving and projects.

Question from Parent Board Member Tatiana Laborde: So, for next year it will remain downstairs?

Response from Regina Rodriguez: Yes, it's going to remain downstairs.

- b. Non-Academic
 - i. March financials
 - 1. March financials has reached 1.2.
 - 2. We have 159 days of cash, which is 6 more than last months.

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ii. Personnel

1. For next year, we are planning to have a primary director and an elementary director, or a coordinator, or instructional coach. The primary coordinator is Montessori certified and the elementary may not necessarily have to be Montessori certified, but they will be a solid elementary educator that has Montessori training. They may even have the Montessori administrative training.
2. The Executive Director has met with both Principal Jenkins and Mrs. Moore-Gause, to have them submit their evaluations of staff, and to present their recommendation for re-hire, no continuation of contract, whether there are staff resigning, so that we can prepare employment agreements. We are on target to begin getting those contracts out next week. There are a couple of people, where the decision is up in the air, or they have not been met with, or the Executive Director is not comfortable with the decision she has been receiving. Where there is a need for an employee improvement plan, that will also be attached to their employment agreement. Also, any revised job description will also be attached.
3. Employment agreements are always sent via DocuSign, so we can be very clear about who has received them, they've signed them, and then we make sure they are filed in their employee file.

iii. Enrollment

1. The Executive Director sent out a letter to all parents that were matched, a welcome letter, in April. Re-enrolling parents would not have received a letter.
2. We have 510 applicants.
3. At this time last year, at the end, we had 290 people who had applied.
4. We should be able to meet the 262 that PCSB feels we should be able to enroll.
5. Almost 90% of our parents who are not returning are going to Mundo.
6. The number of currently enrolled families who submitted an intent to return is currently 174. That is an intent to return, we still don't have all of their paperwork. Those people could go someplace else.
7. Number of returning families is 45. There are 45 people who are currently fully done, they've got their seats.
8. The number of people who were playing the lottery has gone down, they have come off the list.
9. We are having an enrollment contest internally, with classrooms. At this point, we have one classroom that is almost at 100 percent. If they are the first to get 100 percent, they would get that prize.

Question from Board Chair Anthony King: What is our breakeven number, enrollment number?

Response from Regina Rodriguez: 262.

Question from Board Chair Anthony King: And that's based on our projected budget number for next year?

Response from Regina Rodriguez: Yes.

10. The largest number of people applying are coming from Ward 5 - 44 percent.
 - a. The lowest percentage is ward 3 - 1%
 - b. Ward 7 - 13%
 - c. Ward 8 - 11%
 - d. Ward 2 - 2%
 - e. Ward 4 - 16%
 - f. Ward 1 - 6%
- iv. Attendance
 1. Attendance is at 91 percent.
 2. No additional mid-year withdrawals.
 3. The truancy numbers are going down.
- v. Federal Grants
 1. We have submitted and had approved \$913,275.84 of grants, that includes the re-opening facilities grant.
- vi. SY2022-2023
 1. The first day of school will be august 29th, 2022
 2. The last day of school will be June 16, 2023
 3. Built into this is three (3) snow days: June 21 - 23, 2023
- c. COVID and Health and Safety Update
 - i. Mask Survey
 1. We sent out a survey to parents and staff about the school's mask requirement. Over 50 percent of both parents and staff wanted to have masking indoor and outdoor. As result of this survey, we will keep the mask requirement until the end of the school year. This is as result of the survey and the low vaccination rate. We will continue to offer weekly testing of students. Although we are only required to do 10%, we try to do 100% of the students that are 3 to 6 years old. We try to make sure the 3 and 4 years old are doing their weekly testing.
 2. Any staff that has received the religious or medical exemption continues to be tested weekly.

Question from Parent Board Member Tatiana Laborde: Do we have any idea the vaccination rate for students?

Response from Regina Rodriguez: Yes, it's 35 percent.

- d. Facilities Update
 - i. AV System for the Obama Room
 1. The school will have a mini theater in the Obama Room.
 2. The cost for this will be about \$20,000.
 3. The grant the school received is \$25,000, which will cover equipment and installation.

5. Member Reports

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- a. No member reports.
- 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.

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