



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

**March 17th, 2022**

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

**Attendance:**

Trustees in Attendance: Alison Arnold, John Campbell, Quameice Harris, Anne Herr, Galo Pazmino, Xiomara Santos, Rochanda Hiligh-Thomas, Mizmun Kusairi, Hiram Puig-Lugo, Nitika Tolani

Trustees Absent: Sarah Dillard

CCPCS Staff in Attendance: Chip Chase, Laina Cox, Dominique Coote, Karen Dresden, Samantha Gaffney, Wanda Gregory, Michelle Johnson, Belicia Reaves, Jonathan Weinstein

**MISSION MOMENT**

Capital City Middle School teachers and students shared about the 8th Grade Human Rights Expedition. Students shared portions of their speeches.

*Meeting called to order at 6:50pm*

**WELCOME**

Nitika Tolani, Board Chair, welcomed everyone to the March meeting.

**MEETING AGENDA**

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

**CONSENT AGENDA**

*The Board unanimously accepted the Consent Agenda that included the January Meeting Minutes, Finance Committee Minutes, Development Dashboard, Development Committee Minutes, School Performance Minutes, COVID Safety Update, Contracts Approved Since Last Meeting.*

### **FINANCE: BRIEF UPDATE ON CAPITAL PROJECT PLANNING**

Jonathan Weinstein, Chief Operating Officer, shared that we are working with an architect, who we have worked with before, to do a concept plan to renovate the large storage area next to our cafeteria. We will use the concept plan to get bids. This renovation project will help us add 9,000 square feet of space to enhance our program. We plan to add a dance studio, a large space for our after school program to use and breakout space. We also anticipate using this space for evening family events.

### **FINANCE: REFINANCING OUR DEBT**

Galo Pazmino, Treasurer, shared that the current value of Capital City's loan is approximately \$14 million. Galo shared that we can secure a better interest rate given current low rates. Due to the terms of the existing loan, Capital City would need to refinance in 2025 if we do not do it before then.

*The Board unanimously approved a resolution authorizing staff to proceed with refinancing existing debt and authorizing Finance Committee to approve terms.*

### **FINANCE: FY23 BUDGET PROCESS AND UPDATES TO SALARY SCALES**

Karen Dreden, Head of School, shared an overview of the budget planning process and discussed proposed changes to salary schedules for next school year. She shared that in a recent staff survey, 90% of staff indicated that a higher salary would greatly increase their desire to stay, which is a much higher percentage than have reported salary as a retention factor in previous years.

Karen shared that some key budget drivers this year include: a 5.9% per pupil funding increase announced by the Mayor in January, continued recovery funding, an anticipated decrease in English Learner funding with more students likely to exit, escalating healthcare costs, and our plans to restore some budget categories (like student travel) on which we did not spend money on during the pandemic.

Teacher Salaries: Our teachers are paid using a salary formula with add-ons to base pay for degrees, certifications, and experience. The proposal is to increase the teacher base pay by \$2,000 and increase the amount of each step from \$2,000 to \$2,250. With this option we still lag behind DCPS for teachers with Master's degrees at some levels, but we are closing the gap. Teacher raises would vary by years of experience, but the average teacher would see a 7-8% salary increase in pay.

Support Teacher Salaries: We have support teachers who are both hourly and salaried. Our support teachers are a potential pipeline for future lead teachers and so we want to remain competitive to recruit and retain the best people in these roles. We found positions like dedicated aide roles increasingly hard to fill last year at current

compensation rates especially when recruiting candidates with Bachelor's degrees. We are proposing adjustments to the salary scale that would increase starting wages at all levels for support teachers, but with the highest raises for teachers with 60+ credit hours and B.A.s. Returning support teachers could expect between a 6%-16% increase depending on their level.

Non-Teaching Salaries: Typically staff members in non-teaching roles receive a 3% annual increase, though there is no guaranteed annual raise amount. We are proposing that this year the increase be 5%. We are in the process of benchmarking all positions both internally and against available market data, which may result in slight adjustments for some positions.

*The Board unanimously endorsed changes to teacher and support teacher salary schedules*

### **FINANCE: SIGNING BONUSES FOR SY22-23**

Karen Dresden proposed signing bonuses for returning staff that would be paid on June 30, 2022 as part of FY22 finances. This year with funds available, we are proposing \$3K bonuses for every returning employee. For the past few years we have offered \$2K signing bonuses. The larger amount makes sense this year given the increased cost of living, the challenges of our re-entry/recovery year, and considering that salaries have lagged for some positions. Signing bonuses also contribute to retention and staff morale.

*The Board unanimously approved \$3,000 signing bonuses for all returning staff.*

### **SCHOOL PERFORMANCE: STRATEGIC PLANNING SCOPE OF WORK**

Karen shared that we initially began our strategic planning process right before the pandemic hit in 2020. We put the planning process on hold to focus on immediate priorities. Karen shared that we will be working with Corey Gordon, who we have worked with previously and who is now the Founder/Principal of DeliverEd. There would be four phases: Assessment (gathering feedback from stakeholders, reviewing data and documents), Architecture and Goal Development, Implementation Plan Development, and Progress Monitoring.

The School Performance Committee reviewed the DeliverEd proposal and scope of work and was supportive with a few recommendations. One being that the pursuit academic excellence and academic justice for our historically marginalized students be clearly stated as the ultimate goal of strategic planning. Another is that the timeline be adjusted to have the assessment phase happening in April. We are requesting that Corey make these updates to the proposal. We anticipate the Board will be engaged in developing the architecture of the plan.

*The Board unanimously authorized management to proceed with the scope of work proposed by DeliverEd with the recommended adjustments.*

### **GOVERNANCE: NEW TRUSTEES**

Rochanda Highligh-Thomas shared that no Trustees are rolling off the Board for the upcoming school year. Most people will remain on the same committee, with the exception of Alison who will be joining the School Performance Committee (previously on Governance). Rochanda shared that we have identified two new trustees who we would like to have join the Board for the remainder of the year and then serve two-year terms: Stefan Huh and Camila Camborda. Stefan has already been serving on the Finance Committee and would continue to do so. He would also be a parent trustee. Camila would serve on the Development Committee. Both candidates would bring strong and relevant experience to our board.

*The Board unanimously voted ton invite Camila Camborda and Stefan Huh to join the Board of Trustees.*

### **EXECUTIVE SESSION**

Trustees adjourned to Executive Session pursuant to DC Code § 2-575 (b)(10) to discuss a Personnel Matter.

*The public meeting reconvened and adjourned at 8:40pm*