



**YouthBuild Public Charter School  
Board of Trustees Meeting  
February 17, 2022  
DRAFT**

**Trustees Present:** Liz Grant, Andrew Patricio, Mark Jordan, Mary Blatch, Suraj Patel

**YBPCS and TenSquare staff Present:** Claire Libert, Janalee Jordan-Meldrum

Ms. Grant, Board Chair, called the meeting to order at 5:35 pm.

**Action: Upon motion and second, the Board unanimously approved the Agenda as posted.**

**Action: Upon motion and second, the Board unanimously approved the December 16, 2021 minutes.**

**Leadership Update**

Ms. Libert presented the leadership update, focusing on the school's response to the Omicron Covid surge, an enrollment update and challenges faced in attendance and persistence metrics now that OSSE is measuring those characteristics with the pre-pandemic standards. Ms. Jordan-Meldrum noted that schools across the city are struggling with these metrics.

Ms. Libert also noted that the school has rejuvenated its partnerships with community organizations where the construction projects take place and new staff additions have helped alleviate workload pressures.

**Accreditation Update**

Ms. Jordan-Meldrum provided a report of the school's work to renew its accreditation. Ms. Grant and Mr. Patel are working on the planning team, with the current focus being to confirm and assess the need to update the school's mission and core values. The accreditation review will occur in Spring of 2023.

Ms. Jordan-Meldrum also updated the Board regarding a working group that is meeting to discuss the Adult Education PMF. PCSB aims to share pilot measures will be shared with the working group in March and then open them to public comment in April. Full implementation of a new PMF would not be completed until June 2024.

**Board Committee Updates**

School Performance Committee

Mr. Patricio reported on the February meeting of the school performance committee. The committee discussed the school's attendance metrics and had a presentation from Kerry Harrington, the construction program manager.

#### Finance Committee

Mr. Patel stated that he had reviewed the Form 990 and noted that the form was included in the meeting materials for the Board review. No Board members expressed concerns with the form or had questions about the form.

Mr. Patel explained the background of a resolution allowing for the school's funds to be moved to a new bank account at Capital One Financial and for credit cards to be opened for the head of school and director of operations at the same institution.

**Action: Upon motion and second, the Board unanimously approved the Finance Committee's resolution as presented.**

The Finance Committee also reviewed the proposed match for the school's 401k retirement plan. The match was slightly more than budgeted due to greater than anticipated staff participation.

**Action: Upon motion and second, the Board unanimously approved the proposed match as presented.**

#### Governance Committee

The Governance Committee did not meet in the interim period since the December board meeting.

There being no further business, Ms. Grant moved to adjourn the meeting, which was unanimously approved by the board.

**The meeting was adjourned at 6:48pm.**