

**Board of Trustees**  
**Meeting Minutes**  
**April 26, 2022**  
*Meeting conducted via Zoom*

**Members Present:**

Erin Albright  
Andrea Deadwyler  
Kemba Hendrix  
Christina Jones  
Roxana Mondragon- Motta  
Jeff Nellhaus  
Pamela Taylor  
Sterling Ward  
Shamera Wilkins

**Admin Present:**

Tracy Wright, *Chief Executive Officer*  
Charlotte Spann, *Executive Director of Schools*  
Will Henderson, *Executive Director of Operations*  
Monya Bundy, *Executive Operations Coordinator*

**Opening**

Ms. Albright called the meeting to order at 6:02pm.

**New Trustees**

Ms. Jones reviewed credentials of prospective members Ms. Wilkins and Ms. Sallay with the Board. After providing brief overviews of their professional backgrounds, Ms. Jones moved to appoint both members to the board. Mr. Nellhaus seconded the motion for Ms. Wilkins, and the motion was approved unanimously. Ms. Hendrix seconded the motion for Ms. Sallay, and that motion was also approved unanimously.

**CEO's Report**

*Strategic Planning Process*

Dr. Wright provided a debrief of the strategic plan writing sessions which were used to add depth and context to priorities and strategies. Additional planning sessions will be held in the coming weeks to develop corresponding activities. Stakeholder feedback will begin in late May, to include parents, teachers, network teams, students, and other community members. The full plan will be presented to the Board in May and will be voted upon in June.

*School Performance Updates*

Many of the metrics tracked by the Strategic Plan will not be tracked by the School Performance Committee next school year, so Dr. Wright has developed a data calendar and tracker for all committees to reference, classified by the newly established priorities (for SY22-23 and beyond).

### *Learning Recovery*

Paul's Executive Leadership has commissioned a learning recovery study begin addressing learning loss. It has become evident that remediating learning loss may call for the incorporation of other learning methods and opportunities over in the course of the school year. A Learning Recovery Specialist will join the Paul staff in June to spearhead these approaches.

### *Enrollment Updates*

We are currently 15 applications behind where we were this time last year, but we still plan to be 80-85% fully enrolled by the end of May.

### **Approval of Board Meeting Minutes**

Ms. Albright asked for a motion to approve the March 2022 meeting minutes. Mr. Ward moved to approve the minutes, and Ms. Taylor seconded the motion. The motion was then approved unanimously.

### **Treasurer's Report**

#### *FY23 Budget Proposal*

Mr. Henderson shared bylaws with board pertaining to financial planning and provided an outline of processes for the coming months.

*The Board is responsible for assisting in developing an annual budget and selecting an independent firm to conduct an annual audit of the school's finances. The Board is also responsible for acting in a stewardship capacity over the resources of the Corporation and ensuring sound financial management over its assets.*

Critical themes in FY23- based on approved SY22-23 priorities as aligned with the strategic plan:

- Increase scholar access to rigorous and differentiated content so that every student achieves at his/her highest potential
  - Alumni Coordinator
  - Learning Recovery Specialist
  - HS Elective offerings
- Enhance our culture to create a safe, joyful school environment where stakeholders feel a sense of belonging.
  - Athletics and Extended Day programming increased to pre-COVID levels
  - Investments in student and staff wellness
- Deepen family and caregiver collaboration and engagement
  - Recruitment of bilingual staff
  - Translation Services

- Effectively promote equity and support for special populations
  - Continuing separated High School Academies
  - English Learner and Special Education support staff
  - Dedicated Aide program strengthened and expanded
  - Flexibility to plan well for and to serve our diverse population
- Recruit and retain high-quality staff
  - Virtual Friday
  - Expanded self-driven professional development and leadership development
  - Salary and benefits investment in human capital
- Ensure our organizational sustainability & future growth
  - Marketing investment
  - Focus on 6th grade / 5th grade enrollment
  - New efficiencies in aftermath of investments made during COVID
  - Infrastructure plan

#### Critical Drivers of FY23 Revenue

1. Elementary and Secondary School Emergency Relief (ESSER) + Recovery Funding
2. Enrollment: 735
  - Internal aim of 752
  - Uniform Per Student Funding Formula (UPSFF) proposed increase of 5.8%
  - UPSFF weighted funding based on needs of Population
  - DC Charter School Facilities Allotment proposed increase of 2.2%

#### Critical Drivers of FY23 Expenses

1. Staffing
  - 6 new full-time employees (FTEs)
  - Benefits
  - Staff wellness initiatives
2. Student expenses
  - Student expenses will return to levels consistent with pre-pandemic spending, as we invest in more special education services/providers, student field trips, and student programming.
3. Efficiencies
  - Occupancy Services accounts for efficiencies from our previous facilities projects.
  - Spending on office supplies was high in FY22 in order to prepare for full time return Capitalized Expenses

*\*\*Please see the full proposed budget [slide deck](#) prior to the May 2022 vote.*

**Closing**

Ms. Albright will update the Board with details about the Annual Retreat/ June Board Meeting, which will be held on June 14, 2022.

There being no further business to address, Ms. Albright adjourned the meeting at 7:35pm.