



Board of Directors Meeting

DC Bilingual Public Charter School
33 Riggs Road, NE Washington, DC
HELD REMOTELY DUE TO COVID-19
Tuesday, May 3, 2022
8:30 AM

Board Approved June 7, 2022

MEETING ATTENDANCE

Board Members

Present Remotely:

- M. Holt-Brockenbrough, N. Ramey, I. Juarez, A. Robinson, C. Williams, D. Gershowitz, D. Z. Shaw, R. Lambert, N. DeVeaux, A. Abbas

Absent:

- None

School Leadership:

- Daniela Anello – Head of School
- Christian Yarberry – Chief Operating Officer
- Eleni McCabe – Principal PreK-2
- John Breyer – Project Manager
- Francis Keller - Development and Communications Manager

Guests:

- Darius Munchak – EdOps
- Lester Matlock - Previous Board Chair

CALL TO ORDER

N. Ramey called the meeting to order at 8:36 am.

WELCOME

At the opening of the meeting, we had 0 community members in attendance, in addition to Board members, school leadership, and guests listed above.

N. Ramey announced that the general meeting will be followed by an executive closed session for board members only.

MINUTES



Board Vote: N. Ramey moved to approve the April 2022 meeting minutes with the corrections, C. Williams seconded, and the Board approved via roll call vote from present Board members.

HEAD OF SCHOOLS REPORT

N. Ramey invited D. Anello to provide the Head of Schools Report. D. Anello began with a description of a positive and uplifting school tour and visit by Deputy Mayor of Education, Paul Kihn. Commented that he saw kids engaged within a building that looked like learning was occurring. He got a sense of the culture and commented that the school looked as if it had not paused during COVID and highlighted the outstanding observations of learning and the new addition. DCB also received another visit from its partners from Community Academies of New Orleans (CANO).

D. Anello provided information about a fun celebration held during the month called Dia del Idioma where staff and students were challenged with speaking in Spanish for one entire school day to encourage more Spanish speaking in social settings and celebrate the language. Watch a recording of the [event](#) here or view photos [here](#).

D. Anello also discussed the Get Fit DC, a proposal from one of the DCB parent groups. DC Bilingual and the PTA have partnered to provide a variety of fitness class offerings on Mondays-Fridays from May 2-June 9, 2022 on Keene Field. All classes are free of charge for staff and caregivers.

On Saturday, June 11, you're invited to our annual spring event where we'll raise funds for our school and connect with friends and neighbors.

D. Anello introduced C. Yarberry, Chief Operating Officer, for a summary of operational updates for the month of May. C. Yarberry described the recent visit by Briya Public Charter School, which is exploring the possibility of having adult education classes at DCB. He further informed the board that Mobile Testing resumed weekly PCR testing for all students and staff on April 8 whose health insurance has been verified.

C. Yarberry briefed the Board on updates to the Hive Extended Day Program and the Food and Wellness programs moving forward.

C. Yarberry explained that Anacamila Figueria, DCB's Enrollment & Office Manager, is working hard to help matching families enroll and engaging with families as they visit the school. In addition, DCB's in-seat attendance is now higher than the average in the charter sector and traditional public school sector.

COMMITTEE REPORTS

Education Excellence Committee



Although the committee did not have a formal presentation per its presentation schedule, E. McCabe updated the Board on PARC testing which was happening. Term 2 data was presented to the Board at a prior meeting. Term 3 data will be presented at the June Board meeting. The Committee reviewed mid-year data during the most recent committee meeting. This data included exclusionary discipline and differences amongst demographics pertaining to behavior. A summary of information is contained in the Board packet.

D. Anello stated that the listening session between the Board and caregivers was valuable. She and DB staff are responding to feedback gathered during the session, like methods of communication and continuity of communication, field trips, additional time for parent inquiry during parent-teacher conferences, and how parents can help support their children with their learning, and opportunities so socialize/mingle.

N. DeVeaux stated that she felt the Board listening session was valuable as well and observed that the parents seemed to want more opportunities for one-on-one conversations without stressing out teachers and help parents become the stewards of their children's self-learning. N. Ramey also observed that parents were concerned about how to ensure children do not fall behind and thanked Jasmine Musgrave, president of the PTA, for putting the listening session together. D. Anello reiterated her appreciation of Jasmin.

Finance and Facilities Committee

J. Breyer provided an update on construction. Remain on schedule and on budget. See the live construction video at <https://dcbilingual.org/growth/>.

As introduced during the last Board meeting, the committee is requesting approval of an additional spending request of \$850,000. The request consists of using cash reserves to cover the cost of the "Wish List" items. A. Robinson provided further background.

In brief, all of these items can be included as change orders under the Gilbane Construction contract to save costs as opposed to moving forward with Wish List after construction is over. The committee was not comfortable using contingency construction money. Although construction is just about complete, the risk of discovering problems as the remaining underground excavation work occurs is possible. Expect construction contingency to zero out cash spend; however, in the rare chance the construction contingency does not completely cover the cost, DCB will still have 120+ days cash-on-hand even after spending. If authorized right now, the wish list projects are completed this year and DCB leadership can concentrate internally. Alternatively, an additional 1 million of bond money (Eagle Bank) is available to tap into if cash reserves need to be replenished.

A. Robinson invited any conversation.

BOARD VOTE: A. Robinson moved to vote on approval for a resolution (found within Board Packet) to release an additional \$850,000 in cash reserves to support facility and campus improvements to be completed before the beginning of the 2022-2023 school year as part of the



construction. N. DeVeaux seconded, and the Board approved unanimously via roll call vote from present Board members

D. Munchak reviewed March 2022 financials.

- Based on the latest construction schedule, we anticipate closing this fiscal year with \$11.5M in cash with 337 days of cash
- 1.8% gross margin with forecasted net income at \$241K, which is \$196K above the budget.
- An overall positive cash flow variance is projected at \$2.9 million due to adjustments in timing of anticipated loan draws, construction invoice timing and increased net income.
- An overall negative revenue variance of \$163 thousand is expected due to shifting ESSER II and ESSER III funds to next fiscal year. Revenue is partially offset by increased PPF and increased HIVE program fees.
- A positive variance of \$350,900 is attributed to the release of contingency expenses which is offset by increased salaries and business expenses and contracted services.
- A positive \$3.1 million cash flow is due to adjustments in timing of anticipated loan draws, construction invoice timing and increased net income driven by \$221K more per-pupil funding than expected.

Development Committee

F. Keller, Development and Communications Manager, discussed the Spring Fundraiser (June 11th Fun Run and Community Festival). Introduced the registration portal. D. Anello discussed other programming planned for the event.

Governance Committee

M. Holt-Brockenbrough updated the Board on Procedure for Onboarding document.

EXECUTIVE SESSION

BOARD VOTE: N. Ramey moved to close the meeting and move into Executive Session, D. Z. Shaw seconded, and the Board approved unanimously via roll call vote from present Board members.

The Board moved into Executive Session at 9:55 am

MEETING ADJOURNMENT

The meeting was adjourned at 10:38 am

COMMUNITY QUESTIONS/CONCERNS

None