

The Children's Guild DC Charter School  
Board of Directors Meeting  
May 18, 2015  
6:00 – 8:00 p.m.  
WMATA Headquarters

**Attendees**

Kat Calvin  
Jawauna Greene  
Chris Zimmerman  
Michelle Musgrove  
Lesley Nesmith

**Not in Attendance**

Ross Litkenhous  
Meghan Cosier  
Ragini Dalal  
John Ferguson  
Dana Baughns

**Children's Guild**

Dr. Andrew Ross  
Dr. Duane Arbogast  
Amanda Henck

**School**

None

**Other Attendees**

Sian Jones  
Nathan Uldricks  
Greig Altieri

**Call to Order**

Ms. Greene called the meeting of the Children's Guild DC Charter School (CGDCPCS) Board of Directors (BOD) to order at approximately 6:10 p.m. There was not a quorum for Board business.

**Approval of Minutes**

Due to no quorum, the minutes of the April and May meetings will be voted for approval in June.

**Board Education – Enrollment Budget and Overall Budget**

A presentation of the enrollment budget and the overall budget was given to the board. A few of the key highlights from the presentation:

- The projected operating budget was modified based upon the proportion of special education children, 40% from 60%.
- If the Children's Guild doesn't break-even there will be cuts, which can mean that the Children's Guild can absorb some of the loss.
- Most start-up money came from the Children's Guild; \$250k came from a grant. Other sources of revenue will be from government public school expenditures, Title 1/2/3, and other grants.

- For an example of expenses, \$140k went to advertising; salaries and benefits for principals, etc., comprise the bulk of the expenses, which are expected to be ~57% of total budget.
- There will be forthcoming quarterly reports. A Finance Committee will be formed within the Board, which will provide a dashboard with key metrics for the full Board.

### **Update – Children’s Guild Executive Management**

- **Building Floor Plans**
  - The Board reviewed progress and building plans. The renovation of the building should be completed a month ahead of schedule, according to Mr. Altieri, who is overseeing the work. For tours of the school, please contact Mr. Altieri at [Greigtsu@gmail.com](mailto:Greigtsu@gmail.com).
  - Throughout the building is being implemented a technique called “Mindfulness” in physical education, which includes yoga, etc. It’s aligned with International Baccalaureate.
- **Student Enrollment Report**
  - Mr. Arbogast provided an update of enrollment numbers. There were 189 prospective students, most of which were matches. One third of those registered are IEPs, which is more than any other charter.
    - Mr. Duane thinks that many of the enrollees (and families) are unhappy with their current school.
  - Ms. Greene brought-up Metro Movie Night – Saturday, June 27<sup>th</sup>, at the Ft Totten, Metro, from 5-10pm. There will be games and other family events. Talk to Ms. Greene for a table.
  - On June 25<sup>th</sup> there will be a fair at the school from 5-8pm. This is an opportunity for parents to speak to professionals. Ms. Greene offered to bring a bus for cooling. Ms. Kalvin has low-cost tablets to be used for prizes at the fair.

### **Board Actions**

- **Retreat**
  - The Conference Planning Committee, led and organized by Ms. Kalvin and Ms. Jones, will set-up a conference call (TBD) to plan the retreat.
  - Ms. Jones is to send out another Doodle to the Board to poll for a new date for the retreat, with a target of mid-late July, and to be held at school.
  - Ms. Kalvin said that she will leverage Charter Board Partners materials, and Ms. Greene spoke about a workshop on managing relationships with parents.

**Adjourn**

Ms. Greene adjourned the school board meeting at approximately 7:30 p.m.

Submitted by:

Nathan Uldricks  
Charter Board Partners Fellow