



The Children's Guild DC Charter School Board

Date: Monday, July 11, 2016
Time: 6 to 8 p.m.
Place: 2146 24th Place, Washington, DC

Minutes

Attendees

Jawauna Greene
Dana Baughns
John Ferguson
Michelle Musgrove
Lesley Nesmith
Chris Zimmerman

Not in Attendance

Ebony Broadwater
Ross Litkenhous

Guests

Justin Reaves
Josh Sutherland, Katz Abosch

The Children's Guild

Dr. Duane Arbogast
Steve Baldwin
Amanda Henck
Susan McFaul
Dr. Andrew Ross

School

Nakia Nicholson

Call to Order

Ms. Greene called the meeting of The Children's Guild DC Charter School (CGDCPCS) Board of Directors (BOD) to order at 6:10 p.m.

Minutes

A motion to approve the minutes from the May 9 and 20, 2016 meetings was made by Ms. Baughns and seconded by Mr. Ferguson. The motion was approved.

Public Comments

There were no public comments.

Introductions

Introductions were conducted for Justin Reaves, potential new board member. A copy of Mr. Reaves resume will be sent out and the board will vote on his nomination by email.

Approval of Katz Abosch as Auditor

Mr. Sutherland provided background on Katz Abosch and how they would proceed with an audit for the school. The firm will be hired to handle the audit for The Children's Guild DC Charter School. This is the same firm that handles the audit for the TranZed Alliance and their subsidiaries and it is felt the experience of working on those entities will provide efficiency when performing an audit for this school although it is recognized that this entity is completely independent. Katz Abosch has become an approved member on the DC vendor list. Mr. Zimmerman stated the Finance Committee recommends approving Katz Abosch as the audit firm.

A motion to approve Katz Abosch as the audit firm for The Children's Guild DC Charter School was made by Mr. Zimmerman and was seconded by Ms. Nesmith. The motion was approved.

Monthly Metrics

Dr. Arbogast revised the attendance chart for June which was 83.2% for a yearly total of 88.68%. Several situations contribute to low attendance such as when siblings attending other schools don't go to school, parents taking vacation or relocating. Ms. Greene suggested some incentives like movie passes etc. to try to get improvement. One change next year is that our school days will better align with the DC schedule which some solve some issues.

Disciplinary actions were high in the fall while work continued to get the school under control. While there has been some improvement the goal is to decrease occurrences to single digits.

Multiple processes have been occurring to get students enrolled for next year. Currently there are 122 returning parents who have submitted the necessary paperwork to return. It is believed another 80 students will also be returning with an additional 150 students that will be new to the school. The best guess at this time is 390 students with a peak expected in August. The enrollment target is 450 with a maximum of 550 students.

The new school year has provided an opportunity to evaluate staff and many were not asked to return. A staff turnover rate of approximately 65% is anticipated. Ms. Nicholson hoped this school year would allow for a fresh start and is conducting activities such as meet and greets, cultural activities, pairing new teachers with a mentor teacher as well as other tools to help new teachers get acclimated. This crop of teachers may be new to the school but have teaching experience. Ms. Greene suggested having the board come through to meet with new teachers to welcome them.

Dr. Arbogast acknowledged that we have a responsibility to work with the students to help them better understand some of the big issues that have been occurring in society recently. Ms. Baughns suggested sending a letter/postcard out to the parents with a welcome/thinking of you/care for you message.

iReady data is an online diagnostic tool used by the schools to track progress. Dr. Arbogast presented data comparing the DC Charter School with other Guild schools (see attached). The yellow highlights show figures that were higher than the national average. iReady is a strong predictor of how students will do on the PARCC testing. The school is close to meeting its growth targets but not proficiency. This year will allow for a chance to evaluate the data and ask for academic target modifications from the Charter Board if needed.

This year the staff administration team also has a better idea of our student population and will be prepared for all students and their learning needs.

Principal's Report

- *Recruitment Update* – Ms. Nicholson reported that a significant amount of time has been spent building relationships with Potomac Prep. To date we have been getting referrals from Potomac Preparatory school which is closing. A “boots on the ground” campaign has been conducted to create awareness and is now transitioning to the next step of building relationships. Initially marketing did not fall under the school but will be transitioned over to a school recruitment position. Dr. Arbogast presented the current figures (stated above) and Ms. Nicholson feels confident that the surge in August will achieve an enrollment of 450 students. Ms. Nicholson asked the board to consider donating school supplies such as binders, loose leaf paper, pencils, dividers, etc. A list will be emailed out to the board.
- *Before and After Care* – Springboard will be providing before and aftercare for students at reasonable prices. The DC Charter School will now be able to have early release Wednesdays to allow for staff development.

Media Center Plans

Dr. Ross shared the plans for the transformation of the media center.

Adjourn

Ms. Greene adjourned the meeting at 7:55 p.m. The next meeting of The Children’s Guild DC Charter School (CGDCPCS) Board of Directors (BOD) is scheduled for August 8, 2016 at 6:00 p.m.

Submitted by:

Susan McFaul, Recording Secretary