**The Children’s Guild DC Charter School Board**

Date:  Monday, June 14, 2021

Time:  6 – 8 p.m.

Place:  Zoom

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| **Attendees** | **The Children’s Guild Staff** |
| Robert Seabrooks  Michael Curran  Marie Caputo  Angelo Wong  Tiffany Dunston  Melody Giles  Yolanda Lusane  Seema Thomas | Bryan Daniels  Aleisa Fries  Kathy Lane  Charley Gordon |

**Meeting Minutes**

1. Call to Order – Mr. Seabrooks

**(0:06- 0:40)**

The Children’s Guild D.C Charter School Board Meeting called to order at 6:04 pm.

1. Public Comment – Mr. Seabrooks

**(0:48- 2:38)**

* Mr. Seabrooks attended the “Ahead of the Curve Virtual Conference” and reports to the Board that there are numerous efforts being taken by the District of Columbia to bring equity and inclusivity to goals within the community.
* Pride Month recognized.
* Juneteenth recognized.

1. Approval of Minutes – Mr. Seabrooks

**(2:48- 4:03)**

Minutes from April 26, 2021 were reviewed and **approved**.

1. Principal’s Report – Mr. Daniels



**(4:10- 25:18)**

* TCGDC is moving the instructional program to an integrated arts approach next year. This shift will allow TCGDC to meet the needs of the students we serve and school vision in an effort to amend our contract to become a Visual and Performing Arts school.
* Org Chart Presented with new and current roles and supporting staff
* iReady data presented.
* Math- 40% of students met growth target
* This remains focus area during ESY
* Reading- 41% of students met growth target
* Comparable data points were not available due to virtual learning
* Recruitment, Retention and Admissions numbers presented.
* 282 students are currently enrolled
* Staff will be making house calls for registration completion
* School will host/attend more community events to bring in new students
* TCGDC is working on solidifying partnerships with the local universities (UDC and Howard) with the intent to connect college interns with positions at the school after graduation
* Attendance rates are consistent with trend cross the city as they vary between 68%-76%
* Recordings of the students’ virtual promotions/graduations are available within presentation or on YouTube.

1. Board Membership- Mr. Seabrooks

**(25:25- 25:50)**

* Increasing membership
* Looking to add new members to the board
* Please send recommendations (include name, resume, background and phone number) to the Governance Committee lead by Mr. Curran for review and consideration
* Board member terms
* Only one position is up for re-nomination this year (Dana Baughns)
* All others are confirmed through 2022 and 2023
* Appoint officers for 2021-2022
* Contact Mr. Seabrooks if you (the Board) would like change role/responsibility within the Board

1. Facility Update- Ms. Lane

**(25:51- 35:36)**

* As the school grows into a Visual and Performing Arts focused school, consideration is going into relocation options.
* Location, lack of performing, visual and creative arts space and transportation has become an ongoing problem
* New playground development is on hold pending outcome of search for new facility

1. Lottery Results and Marketing and Branding for Recruitment Window- Mr. Daniels



**(35:50- 41:20)**

* Marketing is focused on libraries, churches, the YMCA, The Boys and Girls Club
* Mr. Seabrooks will send community events that he is familiar with to Mr. Daniels for consideration of collaboration or attendance; it is encouraged for all Board Members to do the same

1. Middle States Accreditation Process and Timeline- Ms. Lane and Mr. Daniels

**(41:21- 43:41)**

* The (virtual) visit with Middle States Accreditation agency will be in October
* Tour of building
* Interviews with Board, staff, students and parents for feedback
* Documentation is due to the agency from TCGDC for review by August

1. Board calendar for 2021-2022



**(43:44- 45:21)**

* Starting in August 2021
* Proposed board schedule presented
* Virtual or in-person preference
* Ms. Fries will send a survey to all Board members to vote for preference

1. Committee Reports – Mr. Seabrooks   
   **(45:24-** **51:52)**
   * Governance Committee - Michael Curran (Chair)

* Looking to recruit at least 3 new board members
* Next meeting will be held in two weeks
  + Marketing, Enrollment, Finance & Facilities Committee (MEFF) - Yolanda Lusane (Chair)
* No updates
* Prior focus was on the playground, which is now on hold
  + Parent Engagement, Academic Excellence & Compliance Committee (PEAC) - Seema Thomas (Chair)
* Drafting a “Communications Action Plan”
* Primary focus is to expand engagement between parents and teachers

1. Current Financial Report – Mr. Gordon

**(51:52- 1:07:26)**

* Trend Analysis



* Financials presented through April 30th, May is not yet available
* Ahead of budget due to cash balance and accounts receivable
* Total net assets have increased
* Financials continue to move considerably in the right direction
* Mr. Gordan will start to include financial comparisons from TCG AA County schools to TCGDC school in next report
* DC Campus Audit Engagement Letter  
  
* Mr. Gordon presents a letter that engages external auditors to engage in financial audit (now due in June; extension grated; in good standing)
* **Motion to approve engagement letter: Board approved**

1. Other Business – Mr. Seabrooks

**(1:07:30- 1:07:44)**

None

1. Adjourn – Mr. Seabrooks

**(1:07:45- 1:07:59)**

The Children’s Guild D.C Charter School Board Meeting adjourned at 7:12 pm.