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

Date:  Monday, April 12, 2021

Time:  6 – 8 p.m.

Place:  Zoom

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| **Attendees** | **The Children’s Guild Staff** |
| Michael Curran  Marie Caputo  Melody Giles  Cleopatra Green-Clarke  Yolanda Lusane  Seema Thomas  Rev. McNeill | Jenny Livelli  Bryan Daniels  Aleisa Fries  Kathy Lane  Charley Gordon |

**Meeting Minutes**

1. Call to Order – Mr. Curran

The Children’s Guild D.C Charter School Board Meeting called to order at 6:06 pm.

1. Current Financial Report – Mr. Gordon

**(00:16-16:33)**



* Mr. Gordon presents February financial reports due to timing of meeting and timing of reports. Next meeting will reflect March and April reports.
* Operating expenses have been reduced dramatically because students are not physically in the schools.
* In future financial reports, the Board is requesting to see a target comparison ratio of where we are vs. where we want to be vs. comparison to other schools.

1. Public Comment

None

1. Introduction of Jenny Livelli, new President & CEO

**(17:32- 21:25)**

1. Introduction of Board and The Children’s Guild members

**(21:26- 26:17)**

1. Approval of minutes

**(26:24- 27:11)**

Minutes from February 8, 2021 were reviewed and **approved**.

1. Principal’s Report – Mr. Daniels

**(27:12- 57:13)**



* FEV Tutoring has been contracted to provide tutoring services to ensure students reach their academic goals and close instructional gaps due to virtual learning.
* Data trends of individual student improvement will be reviewed and analyzed to determine effectiveness and need for potential contract extension.
* Re-Entry plan remains staggered with welcoming back students and staff into the building.
* Average attendance of 25 students per day; closed Wednesday for deep cleaning.
* Recruitment, Retention, and Admissions- Enrollment remains consistent with 282 students enrolled.
  + - * Hoping to increase enrollment up to 350 students.
      * 100% of staff committed to return!
      * Incentivizing returning and new families by providing uniforms and school supplies.
      * Visual, Performing and Creative Arts program is in the process of being initiated. With this initiation, we will be the only school in the District of Columbia offering this program.
      * Virtual signing day was held to congratulate 8th graders on their high school selection and acceptance.

1. Committee Assignments & Reports

**(57:23- 1:13:21)**

* 1. Governance Committee - Michael Curran (Chair)
     + Review & Approve Revised Bylaws



* Board approval requested for changes to the Board bylaws.
  + - * Board members request more time to review the changes.
      * A meeting will be scheduled next week to review and vote on the approval.
  1. Marketing, Enrollment, Finance & Facilities Committee (MEFF) - Yolanda Lusane (Chair)
     + Playground
* Meeting was held with contractor to review the proposed playground design.
* Open for bids today through until April 21st.
* Once bid window closes, a Board meeting will be called to vote on selection. (Anticipating early May)   
  1. Parent Engagement, Academic Excellence & Compliance Committee (PEAC) - Seema Thomas (Chair)
* Ms. Thomas will send an email to committee members for a follow up meeting.
* Ms. Lane states that the Standardized Assessment and metrics for attendance and discipline were not implemented nor recorded this (and last) academic school year. TCG continues to evaluate effectiveness and validity of current metrics. It is recommended that this group continues to monitor this process.

1. Other Business – Mr. Curran
   1. Middle States Accreditation Process and Timeline - Ms. Lane and Mr. Daniels

**(1:13:24-1:17:17:16)**

* Per The Children’s Guild D.C. charter contract, the school is required to become accredited.
* TCGDC has submitted and **was approved** for MSA application and has started the application process.
* Surveys were sent out to stakeholders- responses will determine next steps.
* It is anticipated that the accreditation will occur October 2022.
  1. Lottery results & Marketing and Branding for Recruitment Window

**(1:17:17-1:18:14)**  
45 students matched, 4 completed registrations.

1. Adjourn – Mr. Curran

The Children’s Guild D.C Charter School Board Meeting adjourned at 7:24 pm.