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

Date:  Monday, August 23, 2021

Time:  6 – 8 p.m.

Place:  Zoom

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| **Attendees** | **The Children’s Guild Staff** |
| Robert Seabrooks  Michael Curran  Charles McNeill  Jason Henderson  Cleopatra Green-Clarke  Melody Giles  Mayra Figueroa-Clark | Bryan Daniels  Aleisa Fries  Kathy Lane  Charley Gordon  Frank Medley  Franchesa Carter  Danielle Johnson  Tanna Jackson |

**Meeting Minutes**

1. Call to Order – Mr. Seabrooks   
   The Children’s Guild D.C Charter School Board Meeting called to order at 6:09 pm.
2. Public Comment – Mr. Seabrooks

None

1. Principal’s Report – Mr. Daniels **(01:08-25:30)**

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* New Leadership introductions
* Frank Medley, Elementary Assistant Principal (AP)
* Danielle Johnson, Middle School AP
* Ronesha Estep, promoted to Director of School Operations at The Children’s Guild
* Frankie Carter, Director of School Operations at The Children’s Guild, D.C. Campus
* Elementary Instructional plan- Mr. Medley **(4:51-7:13)**
* The purpose of new framework is to build teacher capacity with instructional expertise
* Middle School growth goals- Ms. Johnson **(8:00-10:59)**
* The primary focuses this year will be on academic and cultural goals
* New Org structure presented **(11:00-13:56)**
* In school and home recovery/extension plan **(13:57-16:35)**
* TCGDC is following the city-wide mandate requiring all students to return to building unless they have a medical waiver
* School Improvement: Engagement, Mr. Medley **(16:57-21:22)**
* Restructured school improvement plan (SIP) to provide a robust engagement plan
* The goal is to develop parent leaders and facilitate opportunities for parent participation and ownership
* All family notifications will go out in the appropriate language to ensure that equity is there
* Social Emotional Learning (SEL) overview **(21:26-24:00)**
* The first six weeks of school will be focused on assessments to ensure that the AP’s can set the classroom instruction structures appropriately
* Social Emotional Learning Curriculum Systems that will be used are: Sanford Harmony and SSIS
* Mr. Daniels will send the program links for review by the Board:

[Sanford Harmony](https://www.harmonysel.org/)

[SSIS](https://www.pearsonassessments.com/store/usassessments/en/Store/Professional-Assessments/Behavior/SSIS-Social-Emotional-Learning-Edition/p/100001940.html?tab=product-details)

1. Approval of Minutes – Mr. Seabrooks**(25:41-26:27)**

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

1. Board Meeting Update- Mr. Seabrooks **(26:28-26:48)**

* Board meeting calendar approved
* All meetings will continue to be held virtually

1. Facility Update- Mr. Daniels and Mrs. Lane **(26:50-45:34)**

The Children’s Guild is working with the landlord to ensure that the facility is safe but potentially looking to relocate the facility due to the following issues:

* Roof Damage
* A structural engineer determined that where the root was “fixed”, the sheet metal is rusted out
* Inclement weather could cause potential roof collapse or unsafe conditions. **There is a deadline of November to address this problem**
* Mr. Daniels ordered 36 air purifying machines to provide better ventilation and air flow throughout the building
* Transportation
* One-way streets are causing problems for bus mobility and staff access
* There is not enough space for the new Visual Performing and Creative Arts Program
* The current square foot of facility is ~60,000; Need <100,000 to allow for similar classroom structures but additional space for auditorium and gym
* Recruitment
* The location is not ideal and seems to be impacting enrollment

1. Lottery Results and Marketing and Branding for Recruitment Window- Mr. Turner **(45:35-53:52)**



* The student census goal is 281
* Currently have 189 students enrolled
* The goal is to enroll 50 additional new students
* Community outreach/event calendar presented
* NFL Player, Byron Cowart with New England Patriots, has adopted TCGDC and will hold a raffle to give away an autographed version of Madden (football video game)
* Hoping this collaboration will also create opportunities for students to attend professional football games and have a mentor

1. Middle States Accreditation Process and Timeline- Mrs. Lane and Mr. Daniels **(54:07-55:40)**

* TCG is ahead of schedule and has completed the self-study
* The onsite reviews will be conducted in October
* Hopeful that accreditation will be received within the upcoming school year

1. Updates on University Partnerships – Mrs. Lane and Mr. Daniels **(55:41-59:52)**

* TCG embarked upon an intentional approach to partner with Universities to assist staff in obtaining their Master’s Degree Certificates specializing on working with children with disabilities. This partnership approach fills school vacancies and retains staff.
* Started with George Washington University- 1 TCGDC employee graduated in the Spring, 4 more are attending this cohort
* Partnered with American University last year- They are sending TCGDC their Master’s level interns. TCGDC will provide the supervision that’s required to earn credentials
* Partnered with University of D.C. for Speech Language Pathologists- Sending TCGDC interns
* Partnered with Howard University for Social Workers- Working with Mr Seabrooks connection to get interns from Teacher Education Department

1. Committee Reports – Mr. Seabrooks **(59:53-1:08:02)**
   * Governance Committee - Michael Curran (Chair)**(1:00:05-1:02:31)**

* Looking to recruit at least 3 new board members
* Committee is putting together a matrix to analyze skill set of current board members to determine what/who is needed
* Kathy will resend the resume for consideration: Dr. Floyd-Cooper
* Assign all members to a committee
* Mr. Curran will be reaching out to remaining unappointed Board Members to determine committee preference
  + Marketing, Enrollment, Finance & Facilities Committee (MEFF) - Yolanda Lusane (Chair) **(1:02:32-1:02:46)**
* No update
  + Parent Engagement, Academic Excellence & Compliance Committee (PEAC) – Melody Giles on behalf of Seema Thomas (Chair) **(1:02:50-1:08:02)**
* Ms. Thomas requests to institute 2 Co-Chairs and 7 additional members from the Board to this committee for balance representation, perspective, continuity, and shared leadership
* Mr. Seabrooks responds the Chair and team should vote on who the Co-Chair should be and to follow up with Mr. Seabrooks for final approval

1. Current Financial Report – Mr. Gordon **(1:08:04-1:19:56)**



* + Mr. Gordon presents May 31, 2021, figures due to outstanding required year-end adjustments that will be made to reflect a fiscal year complete analysis, by next meeting
  + Mr. Gordon confirms that no investments will be made without prior board approval

1. Other Business – Mr. Seabrooks **(1:19:57-1:21:29)**

* Kathy Lane will be the liaison between the Board and CEO, Jenny Livelli.
* VPCA transition will not start until next school year (2022-2023) if approved by PCSB

1. Adjourn – Mr. Seabrooks

The Children’s Guild D.C Charter School Board Meeting adjourned at 7:32 pm.