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

Date:  Monday, June 6, 2022

Time:  6 – 8 p.m.

Place:  Zoom

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| **Attendees** | **The Children’s Guild Staff** |
| Robert Seabrooks  Marie Caputo  Yolanda Lusane  Cleopatra Green-Clarke | Kathy Lane  Charley Gordon  Kelly Schwalbert  Francis Medley  Dr. Tanna Jackson  Brandon Turner  Danielle Johnson  Susan McFaul  Crystal Smith |

**Meeting Minutes**

1. **Call to Order – Mr. Seabrooks**

The Children’s Guild D.C Charter School Board meeting was called to order at 6:09 p.m.

1. **Public Comment – Mr. Seabrooks** **(:04 – 1:00)**Mr. Seabrooks’ public comment stated that it is Graduation season and encouraged Board members to participate while highlighting the kindergarten ceremony on this coming Wednesday, June 8th. He also mentioned that it is Pride month and reminded everyone that the schools are inclusive.
2. **Approval of Minutes – Mr. Seabrooks**

Due to the lack of a quorum the minutes were not approved. An emergency Board meeting will be held later this month to approve Minutes.

1. **FY22 and Current Period Financial Report – Mr. Gordon (01:18 – 06:16)**

Mr. Gordon reported:

* Revenues are $518,000 ahead of budget but they are $1.6 million behind last year to date. The 2022 budget projected 280 students enrolled and our current count is 218. Personnel costs are $88,000 below budget and $394,000 below last year to date. Total operating expenses are $196,000 above the budget and $91,000 below prior year to date. Most of this is related to transportation costs.
* Fundraising and grants are running $265,000 ahead of budget and $1.2 million of prior year to take our change in total net assets to $586,000 above budget and $342,000 behind last year.
* Corrective actions were taken back in November to address the shortfall enrollment. We are running over half a million dollars over budget and will continue to monitor results accordingly.

1. **Principal’s Report – Ms. Johnson and Mr. Medley** **(08:08 – 33:09)**

Ms. Johnson presented on the Middle School Academics & Culture:

Academics:

* Middle School internal goal of 50% and external goal of 60% in both Math and ELA Typical as well as an internal goal of 15% to meet their stretch.
* 6th grade – ELA Typical 56%, ELA Stretch 28%, Math 55%, Math Stretch 16%
* 7th grade - ELA Typical 73%, ELA Stretch 29%, Math 60%, Math Stretch 28%
* 8th grade - ELA Typical 79%, ELA Stretch 33%, Math 60%, Math Stretch 25%

Culture:

* 6th – 7th grade EOY Spirit Week
* 8th Grade Sneaker Ball
* 8th grade Promotion Ceremony
* Videographer was hired to capture the in a five-minute digital yearbook for 8th graders

Mr. Medley presented on the Elementary School Academics & Culture:

Academics:

* PARCC ELA (3rd and 4th)
* PARCC Math (3rd and 4th)
* iReady (growth met during MOY)
* DIBELS
* Sight Words
* Science-Manduca Sexta (Tobacco Hornworm)

Culture:

* Anacostia Park to engage in several activities to include roller skating
* National Zoo to visit animals and face painting
* National Mall for a picnic and museums visits

Mr. Medley applied for a Summer Acceleration grant

OSSE Grant Awarded:

* June 21, 2022-July 22, 2022
* 8:30am-12:30pm
* 90 minutes of ELA, 90 minutes of Math, Lunch, Recess, Extensions
* Reading: Phonemic Awareness, Phonics, Fluency, Vocabulary, Comprehension
* Math: Zearn Math (another grand awarded)
* 19/24 students enrolled so far

Ms. Johnson reported that April attendance was 74% with staff still making follow up calls to improve attendance. Current enrollment is 218 students.

Dr. Jackson presented the breakdown on the special education levels.

Ms. Johnson reported two suspensions for April and one suspension in May. The team was evaluated through MSA (Middle States Association for Colleges and Schools) and has been recommended for accreditation.

End of year events:

* June 8, 2022, Kindergarten promotion ceremony
* June 10, 2022, last day of school
* June 21-July 22, Summer Acceleration
* June 27-July 21, 2022, Extended School year/Summer School
* August 8, 2022, Staff return
* August 22, 2022, Students return

1. **Facility Update- Ms. Lane (33:53 – 36:05)**

* *Potential Preschool Partnerships* – The partnership has slowed down a little due to the Executive Director retiring during the final stages of negotiating the contract. Ms. Lane stated we will continue to pursue the contract.
* *Facility/Roof Update* - Ms. Lane reported the school is in the process of obtaining occupancy for the gym space.
* Ms. Lane stated our attorney has spoken with the landlord’s attorney and agrees that it would be his responsibility to make repairs. We have not made any progress due to the landlord’s lack of response.

1. **Board Membership- Mr. Seabrooks (36:33 – 37:27)**

* Welcome Cassandra Blassingame who accepted the recommendation and will be joining the board. The Governance Committee has recommended Jessica Rios to join the Board.

The board will need to vote to approve Ms. Rios nomination as a Board member.

1. **Marketing and Branding for Recruitment Window- Mr. Turner (38:44 – 40:23)**

* Mr. Turner reported that the 22-23 Census Goal is 218 and the enrollment goal is 218 as well. Admissions is at the halfway point to meeting goal with 33 registrations and a goal of 73. Events coming up in June include a mixer where families can attend together for networking, registration, and view the school. On July 9th, we will host a football camp with guest professional athletes and coaches. The goal is to be at 45 registrations by the end of June and close the summer out strong.

1. **Committee Reports – Ms. Caputo (42:23** **– 43:33)**
   * Governance Committee – Marie Caputo
     + Ms. Caputo reported the committee is working to get a meeting scheduled. They will circulate the information on potential candidates and are also moving forward with a company to assist with the recruitment efforts.
     + Mr. Seabrooks advised the recruiting company is Education Board Partners and has held several meetings and trainings on how to recruit Board members but is unsure of the Board member attendance to those trainings.
   * Marketing, Enrollment, Finance & Facilities Committee (MEFF) – Ms. Lusane (Chair)
     + Ms. Lusane (Chair) reported that she is requesting volunteers from the Board members who would be interested in being interviewed, sharing their story, and sharing things on the media.
   * Parent Engagement, Academic Excellence & Compliance Committee (PEAC) – Ms. Thomas (Chair)
     + Mr. Seabrooks reported that Ms. Thomas will no longer be serving on the Board and that we will need to decide who will be the next chair of the committee.
2. **Other Business – Mr. Seabrooks (47:42 – 48:58)**

* Advised everyone to be ready for emergency meeting due to not having a quorum this meeting.
* Ms. Lane reported that we will send out a poll about re-election for current Board members who are up for re-election to see if they intend to continue serving on the Board.

1. **Adjourn – Mr. Seabrooks (49:46)**

The Children’s Guild D.C. Charter School meeting was adjourned at 6:59 p.m.