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

Date:  Monday, August 8, 2022

Time:  6 – 8 p.m.

Place:  Zoom

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| **Attendees** | **The Children’s Guild Staff** |
| Robert Seabrooks  Yolanda Lusane  Angelo Wong  Michael Curran  Casandra Blassingame  Cleo Green | Kathy Lane  Charley Gordon  Kelly Schwalbert  Francis Medley  Franchesa Carter  Chris Zimmerman  Brandon Turner  Dr. Jackson  Bryan Daniels  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 6:05 p.m.

1. **Public Comment – Mr. Seabrooks** **(:06 – 10:30)**Mr. Seabrooks’ public comment stated that all board members need to sign the Conflict-of-Interest form sent out via DocuSign by Susan McFaul. *(See attachment)* [*005 Conflict of Interest 4.21 4 22 Combined*](https://thechildrensguild-my.sharepoint.com/personal/mcfauls_childrensguild_org/Documents/Microsoft%20Teams%20Chat%20Files/005%20Conflict%20of%20Interest%204.21%204%2022%20Combined.docx?web=1)
2. **Approval of Minutes – Mr. Seabrooks**

The meeting minutes from April 4, 2022, and June 6, 2022, were reviewed and approved by the board.

**Introduction and Onboarding New Board Member-Casandra D. Blassingame- Mr. Seabrooks**

Casandra Blassingame was introduced as a new board member.

1. **FY22 and Current Period Financial Report – Mr. Gordon (10:45 – 19:23)**

Mr. Gordon reported:

* Revenues are $184,000 ahead of budget but they are $1.1 million behind last year to date. The 2022 budget projected 280 students enrolled and our current count is 215. Personnel costs are $99,000 below budget and $466,000 below last year to date. Total operating expenses are $111,000 above the budget and $164,000 below prior year to date. Most of this is related to transportation costs.
* Fundraising and grants are running $76,000 ahead of budget and $1.03 million of prior year to take our change in total net assets to $73,000 above budget and $929,000 behind last year.
* Corrective actions were taken back in November to address the shortfall in enrollment. We are running over half a million dollars over budget and will continue to monitor results accordingly.
* Chris Zimmerman introduced as the new CFO.

1. **Principal’s Report – Mr. Daniels, Mr. Medley, Dr. Jackson, Mrs. Carter** **(021:25 – 48:00)**

Mr. Medley presented the focus for the upcoming school year TCGDC Designing Excellence:

Academic Theme: Enhancing our Vision to Gain Sight

* Culture focus on Hospitality and P.R.I.D.E (Positivity, Responsibility, Integrity, Drive, Empathy)
* Instructional focus: Small Group Instruction
  + Guided Reading
  + Guided Math
  + Effective Questioning
* New Initiatives:
  + Teacher Development
    - PLC Leads
    - Content Area Experts
    - Participated in Summer Institute
    - On-going PD for development
    - PLCs were created based on the needs of teachers

Summer Enrichment Program

* 20 students (K-4)
* Focus on Literacy and Math
* Piloted new Math Program (Zearn - from a Grant)
* 20 days of instruction
* 2 field experiences

Dr. Jackson presented on Extended School Year Program for students who receive special education services

* This summer ESY 2022 served 35 students, M-F June 27th – July 21st
* Attended four field trips (American History Museum, Botanical Gardens, Youth Garden, and National Zoo)

Mr. Daniels presented on the Organizational Structure of the school.

Creating a type of synergy that will allow for promoting within the school versus having to hire from outside the school.

Leadership Retreat:

* Allowed leadership to learn more about their wants and needs as leaders.

Building Projects

* Mural on the side of the building.

Community Engagement

* Develop parent leaders and facilitate opportunities for parent participation and ownership
* Recruit at least 5 families in September and establish a PTO and Executive Board
* Coordinate and facilitate a morning monthly parent academy (Coffee with Principal)
* Establish informal open house opportunities for current and prospective parents
* Create a parent university (workshop series for parents)
* Ensure we have parent representation from students in our SPED and EL populations

1. **Board Membership- Mr. Curran (49:00 – 54:50)**

* The Governance Committee motioned to recommend approval of Jessica Rios and Mark Lerner. The board approved the two new members and Mr. Seabrooks advised everyone to participate in the interview with Ms. Lusane.

1. **Facility Update- Mr. Daniels (55:00 – 01:00:12)**

* *Potential Preschool Partnerships* – Having discussions with new leadership of A.R.E. and plan on sending over an MOU. Looking to partner by adding before and after care for students/parents for upcoming school year. Also, Appletree is a potential partner. Mr. Daniels will send over a comparison to the board for discussion.
* *Facility/Roof Update* – Building owner sent in a team of workers to reinforce and raise the gutters around the space to tackle standing water.

1. **Marketing and Branding for Recruitment Window- Mr. Turner (01:02:15 – 1:10:36)**

* Mr. Turner reported that the 22-23 Census Goal is 145 registered students, 58 are new and 87 are returning. On July 9th, we hosted a football camp with guest professional athletes and coaches. A flash flood taking place that day may have prevented some families from being able to participate, however, we still had a good turnout and marketing for the event was a success.

1. **Committee Reports (1:11:20** **– 1:22:01)**
   * Governance Committee – Mr. Curran
     + Mr. Curran asked if anyone had any recommendations for potential board members. Ms. Lane asked our lobbyist Cory Griffin who will connect with two candidates as potential board members. Mr. Turner will send a recommendation to Mr. Curran.
   * Marketing, Enrollment, Finance & Facilities Committee (MEFF) – Ms. Lusane (Chair)
     + Ms. Lusane (Chair) asked for board members interested in being interviewed and if you are on social media to follow TCG social media page. Reminded everyone to donate supplies for Back-to-School.
   * Parent Engagement, Academic Excellence & Compliance Committee (PEAC)
     + 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. Mr. Seabrooks does not have minutes to report on the last PEAC meeting. Mr. Daniels advised we need to gain new PTO members.
2. **Other Business – Mr. Seabrooks (1:22:21 – 1:25:15)**

* Ms. Lusane asked to have a list of names sent to her of board members interested in a video interview. The interview is for members to share their “why’s”. Why are you interested in TCGDC and a story of your interest in the school.

1. **Adjourn – Mr. Seabrooks (1:25:35)**

The Children’s Guild D.C. Charter School meeting was adjourned at 7:26 p.m.