**Board of Trustees**

**Meeting Minutes**

**August 24, 2021**

*Meeting conducted via Zoom*

**Members Present:**

Erin Albright

Daniel Fine

Kemba Hendrix

Christina Jones

Gina Mahony

Roxana Mondragon- Motta

Jeff Nellhaus

Floyd Taliaferro

Pamela Taylor

Jennifer Ubiera

Sterling Ward

**Admin Present:**

Monya Bundy, *Executive Operations Coordinator*

Will Henderson, *Executive* *Director of Operations*

Charlotte Spann, *Executive* *Director of Schools*

Tracy Wright, *Chief Executive Officer*

**Opening**

Ms. Albright called the meeting to order at 6:02pm.

**Approval of Board Meeting Minutes**

Ms. Albright asked board members for a motion to approve the minutes of the June Board Meeting. Ms. Mahony moved to approve the minutes, and Ms. Jones and Mr. Ward simultaneously seconded the motion. The motion was approved unanimously, as all present members voted in favor of the minutes, as written.

**CEO’s Report**

*5th Grade Expansion*

Paul has partnered with DeliverEd to conduct focus groups and data analyses in alignment with the 5th Grade Expansion workplan. Paul’s charter confirms that we are authorized to serve Grades 5-12 and no permission is required from The Public Charter School Board. After reviewing findings in October, a board vote will be held in November, and Paul will notify PCSB and My School DC of enrollment projections.

*5- Year Accreditation*

Dr. Wright shared preliminary feedback from AALE’s accreditation process, which was anticipated and minimal. Paul will submit a formal response to the site evaluation this week, and AALE’s vote to renew our accreditation will be held in October.

*SY21-22 Updates*

* Dr. Wright shared the data dashboard reviewed at the August SPC meeting, highlighting the following:
* 9th Grade on track metric is lower than projected, at 77%, due to elective credits. There is a plan in place to make up the credit in the current semester.
* Last year’s PSAT and SAT numbers were lower than anticipated as only roughly 60% of upperclassmen tested last year due to COVID-19. SAT Prep classes are in progress and participation is projected to return to 100%.
* Dr. Wright and Ms. Spann shared the structure and this year’s Professional Development Institute, particularly focusing on the socioemotional learning of the whole child in light of the pandemic shifts and reestablishing the culture of Paul. We are building relationships within the school and in the community via mentoring and touchpoints with students and working closely with ONSE case workers to ensure our culture stays strong.
* Our instructional priorities are centered around access to rigor and critical thinking, while keeping equity and engaging instruction at the forefront and understanding that over 50% of our scholars have an IEP or identifies as an EL learner.
* Ms. Albright inquired about the 14% increase in 8th grade scholars earning high school credits, to which Ms. Spann explained the selection process that reaches 7th grade honors students and the increasing number of opportunities to earn these credits.
* Our enrollment is currently at 720 scholars, and we are monitoring attendance carefully. Two scholars are home- based as of now due to preexisting medical conditions.
* We are fully staff for SY21-22, with the exception of 1 SPED teacher, but due to overstaffing, the lift is feasible.
* 80% of our staff members are vaccinated and we can confirm in the coming as the HR department collects copies of vaccination cards from staff. The vaccine is encouraged and expected, and if it is not administered, staff members must submit negative test weekly or religious or medical exemption form. On site testing will be available by the end of September.

**Treasurer’s Report**

Mr. Henderson confirmed we are starting SY21-22 in a strong cash position, investing primarily in the culture and safety of the school. We received more Title I revenue due to altered standards with Free and Reduced Lunch forms based on SY20-21 application numbers. The Summer School expense line is higher than budgeted for due to recovery work to close COVID- related gaps. Mr. Fine has resigned from the Board of Trustees and Mr. Ward will serve as the new Finance Committee Chair.

**New Business**

Ms. Albright shared final 5th Grade Expansion updates and voting proposal, in alignment with the Board’s workplan. It was confirmed that a vote cannot occur via email, and we must provide public notice for our next vote (ideally held within 1-2 weeks of the October Board Meeting). Proposed dates will be circulated next month.

Ms. Albright and Mr. Henderson spoke briefly on the mandatory Conflict of Interest forms and Vendor List, which all members should sign and return to Ms. Bundy before the October meeting.

**Closing**

There being no further business to address, Ms. Albright adjourned the meeting at 7:02 pm.