**MINUTES**

**Board of Trustees Meeting**

**Tuesday, May 17, 2022**

**Call to Order**

The Board of Trustees meeting was held virtually via Zoom. The meeting was called to order at 6:40 p.m. A quorum was present.

**Roll Call**

Chair Patricia Callis asked the Secretary to call the roll. The following members of the Board were present: Chair Patricia Callis, Mrs. Jimia Williams, Mrs. Pamela Cole, Mr., Delmar Parks, Mrs. Aminata Ahmadu and Executive Director, Dr. Linda McKay, Ex-officio. The following members were absent: Ms. Azura Mason and Mrs. Jasmine Tucker.

**Staff present**: Mr. Clifford Owens, Mrs., Johanna Mamiam, Mrs. Tolisha Hopkins, Mrs. Stacci Bryson, Ms. Mary Bunn, and Mr. Barrington Tolliver.

**Public Comment**

There was no request for public comment.

**Introduction of new Board Member**

Secretary Bunn introduced Mrs. Aminata Ahmadu, new parent representative. Mrs. Ahmadu was asked to share some information about herself. Mrs. Ahmadu said that she was happy to be a part of the Board of Trustees and that her son, Njei is in the first grade at MMBDA. She shared that she has over 13 years of demonstrated program and grant management. Presently she is the Chapter Officer, Vice President of Public Relations for Toastmasters International.

**Approval of Agenda**

The agenda was unanimously approved.

**Approval of Minutes**

There being no objection, a motion was made and properly seconded to approve the Board Minutes as presented, the motion passed unanimously.

**Financial Report**

Mrs. Stacci Bryson, Finance Manager, reported on the fourth quarter and annual reports that ended June 30, 2022. She said that the statement of activities reflects the February 22nd approved and revised budgets. Mrs. Bryson said that to maintain a sufficient cash on hand balance at the end of the school year expenses will be monitored and further adjustments will be made, if necessary.

Mrs. Bryson reported that the SY 2022-2023 proposed budget reflects an increase in per pupil funding as well as the use of various carryover federal grant funding. She noted that the budget is subject to amendments and changes as deemed necessary to meet the academic needs of students as well as health guidelines of the school community. The committee was requested to approve the budget changes in the finance report as presented.

**Following further discussion on the financial report, a motion was moved, properly seconded, to approve the SY 2022-2023 budget as amended. The motion carried.**

**Executive Director’s Report**

Dr. McKay reported that MMBDA has only had 5 Covid-19 positive cases between the Boland and 16th Street campuses since the last board meeting. She said that Students who were close contact with the students were immediately tested to stay for 5 consecutive days. The Committee was provided with an update on the building at 209 Upshur Street, N.W. She said that the Pastor and committee at 16th Presbyterian Church is very amendable with the school remaining at the church until the new building is purchased. A new PreK-3 classroom will be added and the library will be made into a Media Center in honor of Valarie Smith. Dr. McKay said the PARRC testing will be completed on May 27th.

**Principal’s Report – Brook land Campus**

Principal Owens reported that the Mother’s Day Tea, chaired by Mrs.Linda Guide and team, was a huge success, The event featured student performances and tributes to women who contributed to our society. Ms. Lisa Edwards was nominated as faculty person of the year,

Mrs. Debbe Lefren, parent of Leticia Lefren, was nominated as Mother of the Year and a tribute was given in honor of Mrs. Valerie Smith, former Chair of the Board of Trustees for her long time service to MMBDA. The committee was updated on MMBDA’s academics, school partnerships and upcoming school events.

**Principal’s Report – 16th Street Campus**

Principal Mamiam updated the committee on upcoming school events and academics at the 16th Street campus.

**ACTION ITEMS**

**SY 2021-2022 Calendar**

A motion to amend the SY 2021-2022 calendar to include Juneteenth holiday was made and properly seconded. The motion carried.

**SY 2022-23 Calendar**

A motion was moved and properly seconded, to approve the SY 2022-.23 Calendar. The motion carried

**401K Plan**

A motion was moved and properly seconded to approve the 401K Plan as presented. The motion carried.

**Flexible Spending Health Plan (FSA)**

A motion was moved and properly seconded to approve the Flexible Spending Plan. The motion carried.

**SY 2021-2022 Revised Budget and the SY 2022-2023 Budgets**

**A** motion was moved and properly seconded, to approve the amended SY 2021-2022 revised budget to include the Juneteenth holiday and the SY 2022-2023 budget. The motion carried.

**The meeting adjourned at 8:18 pm.**

**Minutes submitted by Mary Bunn**