



The Children's Guild DC Charter School Board

Date: Monday, December 10, 2018
Time: 6 p.m. – 8:00 p.m.
Place: The Children's Guild DC Public School
2146 24th Place, NE, Washington, DC 20018

Minutes

Board Members in Attendance

Dana Baughns
LaTonia Cokely
Melody Giles
Cleopatra Green-Clarke
Leslie Nesmith
Justin Reaves
Imani Samuels
Chris Zimmerman

Not in Attendance

John Ferguson

The Children's Guild

Steve Baldwin
Amanda Henck
Joan Parrow
Andrew Ross
Josh Sutherland

Call to Order

Mr. Zimmerman called the meeting to order at 6:05 pm

Minutes

Ms. Giles made a motion to approve the minutes with a correction of Imani Samuels to be removed from the not in attendance roster, adding Cleopatra Green Clarke to the not in attendance roster and adding Justin Reaves to the in attendance. Ms. Green Clarke seconded the motion. The previous minutes were approved.

Staffing

Mr. Daniels spoke about the staffing challenges in regards to finding teachers that are credentialed and qualified to teach and service our kids. Mr. Daniels also spoke about using Aligned Staffing, Delta Staffing and Mary Kraft Staffing to help with filling these open positions. Currently there are 12 vacant positions (3 Teachers, 1 Literacy Coach and the other is TBAs). Mr. Zimmerman spoke about the upcoming year's hiring process and making sure that we take into consideration where we are looking for new employees. Ms. Parrow spoke about the upcoming apprentice program that will assist with the hiring for TBAs; we have been approved for a grant to assist with this. The staffing model needs to be adjusted in order to get the right people in place.

Current update for Pre-School and High School

Dr. Ross stated that we will not be moving forward with the high school application but we will be submitting the application for the preschool program. The application will be submitted and the amendment is needed by March. Dr. Ross also stated that DC is also scheduled for its charter renewal. Dr. Ross stated the goal is for the preschool program to be launched for the 2020-2021 school year. Dr. Ross asked the board to vote to approve the charter amendment to establish the Pre-Kindergarten.

Motion: A motion to approve the management team to move forward with the amendment to the charter to establish a Pre-kindergarten program was made by Mr. Reaves and seconded by Mr. Zimmerman. The motion was approved; none opposed.

Financial Report

Lease - Mr. Baldwin talked about the agreement of renting the ECHO Stage which has now been taken off the table and changed to renting from the church next door because it is cost effective and would serve a better purpose for the school in means of the utilization of the space. Mr. Baldwin has been able to negotiate a 10 ½ year lease and the cost would be \$1,000 a month with renovations estimated to be about \$250,000.

Motion: A motion to approve the lease as proposed above was made by Mr. Zimmerman and seconded by Ms. Cokely seconded the motion. The motion was approved.

Audit - Mr. Sutherland delivered a report regarding the current financial standings. He stated that our financial position assets have only increased a little over a \$100,000, however, our liabilities have decreased \$600,000 from \$5.8 million down to \$5.2 million as we were able to pay down third party debts resulting in a net positive change of \$700,000. He spoke about the federal grants increase and the per pupil revenue which is where the change to income comes in. To summarize revenues went up about \$2.3 million dollars over last year and our expenses went up about \$1.7 million dollars as we had new students and different programs within the school.

Motion: A motion to approve the audit as presented was made by Mr. Zimmerman and seconded by Ms. Green Clarke. The motion was approved.

Budget - Ms. Henck spoke about the changes in the projected budget and the final enrollment of 376 students.

Motion: A motion to approve the adjusted budget as presented was made by Mr. Zimmerman and seconded by Ms. Giles. The motion was approved.

Baltimore Update

Dr. Ross spoke about the indicators that we need to focus on to prepare for the upcoming charter renewal: PARCC scores (student growth), suspension rates, and attendance.

Principal Report (see attached documentation)

Mrs. Nicholson talked about an overview of the level of instruction being provided and how this is being implemented with the children.

- WBT is whole brain teaching – the engagement strategy is how we engage our students using the three modalities using hand gestures, voice, as well as allowing kids to move.
- Read Well, reading intervention program.
- Language Live target's children who are below grade reading levels.

Mrs. Nicholson talked about the implementation of the instructional leadership team :

- How often they meet
- Instructional decision-making of the school
- Observations
- Reimplementation of the information provided

Mr. Daniels spoke about the collaborative work with Ms. Giles in working towards a parent university to assist parents with helping their students with homework. He talked about the mindfulness program, which teaches the children to relax on their own after recess or an activity that causes the children to have an abundance of energy. Mr. Daniels gave a brief overview of staffing issues and recent terminations. Mr. Daniels also explained the attendance concerns, suspensions, parent concerns and enrollments.

Ms. Giles informed the Board about the recent events and upcoming events:

- Donuts with Dads
- Muffins with Moms
- Title I Meetings – 6 parents came
- Thanksgiving Drive Initiative – Board Member sponsored two families as well
- Winter Extravaganza
- Winter Coat Drive
- Edfest
- Open House Tours for the Upcoming School year

Ms. Giles was asked for the sizes needed to assist with the upcoming Coat Drive and how they can participate with assisting the initiative. Ms. Giles takes the children (12 to 15) to assist with the packaging of the Thanksgiving baskets for 40,000 families in DC. The final day to receive coats will be December 19, 2018. At Edfest there were 35 parents who signed up and some have already scheduled tours.

Adjourn

Mr. Zimmerman adjourned the meeting at approx. 8 p.m.

Submitted by Ronesha Estep, Recording Secretary