

**Board of Governors Meeting**  
**Washington Latin Public Charter School**  
**5200 2<sup>nd</sup> Street, NW Washington, DC**  
**Thursday March 24, 2016**  
**6:00pm**

**Governors Present:** M. Cave (skype); C. Culver (phone); R. Dalal; J. Davis; C. Ejiasa; M. Levasseur; A. Lovett; P. Mara; T. Morgan; H. Rawlings; T. Tuck; A. Wilkins

**Absent:** A. Economou; R. Greiff; J. Olchefske

**Head of School:** M. Cutts

**Guests:**

Kate Cromwell, WLPCS Director of Development  
Eric Harter, Shanahan Law Firm LLC  
Geovanna Izurieta, WLPCS Director of Finance  
Chris Wilkinson, prospective Board candidate

1. **Call to Order:** Mr. Ejiasa called the meeting to order at 6:10pm and welcomed the group. He introduced Mr. Wilkinson as a prospective new Board member. Mr. Wilkinson introduced himself, shared his professional background in law, and explained his personal interest in Latin, having grown up and gone to school in the neighborhood.
2. **Approval of Minutes:** Mr. Ejiasa presented the minutes from the February 24, 2016 general board meeting, and they were approved unanimously with no changes after a motion made by Mr. Ejiasa and seconded by Mr. Morgan.
3. **Report of Contracts over \$25,000:** Ms. Izurieta reported on all contracts over \$25,000. There were no comments or questions.
4. **Special Report.** Dr. Rawlings announced that he had unexpectedly been asked to take over as Interim President of Cornell University, a post that would take him outside of DC. He indicated that while this would limit his ability to have an active role on the Board, he would welcome the opportunity to remain engaged and expects to return full-time to the DC area within a year. Mr. Ejiasa noted that, while the by-laws did not require a Board vote, he wanted the full Board to have the chance to share their views regarding Dr. Rawlings continued participation. The Board fully supported Dr. Rawlings retaining his Board seat.

5. **Head of School Report:**

- i. **Gym:** Ms. Cutts indicated gym construction was on schedule, and everything was going well.
- ii. **FOCUS lawsuit:** Ms. Cutts updated board members on the lawsuit. She indicated that she had attended one mediation in which the District was not prepared. The District has sought two extensions, and we have agreed to extend until April 14, 2016 to give the District time to make a proposal. If they do not come back with a proposal by this extended date, the plaintiffs will likely recommence judicial proceedings.
- iii. **School Safety:** Ms. Cutts indicated that more security incidents continue for students walking to Fort Totten Metro. The police have been notified, and reports have been filed. Ms. Cutts has also spoken to the Police Department about coming to a school assembly to discuss safety measures with the students.
- iv. **Strategic Plan:** Ms. Cutts informed the Board that the strategic plan was discussed with the Faculty at the staff meeting on Tuesday. The goals in each section were discussed, and the section detailing expansion and replication engendered the most discussion. Ms. Cutts noted that a group of faculty would welcome the chance to speak to the Board about the thought process behind expansion, and it was agreed that some Board members would attend a future faculty meeting. Ms. Cutts indicated that she had assured teachers that, while exploring expansion, the Board was committed to first ensuring and sustaining the continued success of the current school and the smooth on-boarding of the new Head of School.

6. **Finance Committee:** Ms. Izurieta presented on behalf of the finance committee, reviewing monthly financials, the Form 990, and the 2017 Budget. There were a few clarifying questions that were answered. Mr. Ejiasa made a motion to approve the 990 Form subject to confirmation by all Board members that each one had reviewed the document; the motion was seconded by Mr. Morgan, and was approved unanimously. The 2017 Budget was discussed. The broad goals of the budget were discussed including achieving goals for teacher salaries. Dr. Rawlings made a motion to pass the 2017 Budget, Ms. Wilkins seconded, and the 2017 budget was approved. Mr. Morgan also mentioned that the Finance Committee would like to bring a proposal for a new reserves policy to the next Board meeting.

7. **Committee membership** Mr. Ejiasa noted changes to the Board Committee composition. Particularly, Mr. Olchefske will resign his seat as of June 2016 to begin a new job in Boston.

8. **Search Committee:** Ms. Lovett presented on behalf of the committee noting that the Search Committee had become a transition committee, including Ms. Lovett as Chair, and Mr. Cave, Ms. Dalal, Mr. Davis and Mr. Ejiasa as members. The focus of the committee would be to facilitate the onboarding of the new Head of School. She

indicated Mr. Anderson plans to make a series of visits to the school in April, May, and June.

**9. Development Committee:**

**Gala:** Dr. Rawlings noted the Gala, scheduled for April 30, 2016, is the major fundraising event for this year and particularly important to celebrate both Latin's 10<sup>th</sup> year anniversary and to bid farewell to and thank Ms. Cutts. Each Board member was asked to make a gift to the Faculty Fund and noted that 100% Board participation was critical. Ms. Cromwell then reviewed the Development report and highlighted various funding initiatives.

**10. Governance Committee:** Mr. Wilkinson left the meeting at this point. Mr. Mara spoke on behalf of the committee, made a motion to nominate Mr. Wilkinson as a member of the Board beginning July 2016, and Dr. Rawlings seconded. It passed unanimously. Mr. Mara noted that he had reached out to Charter Board Partners to get support to fill the remaining Board slots. Mr. Ejiasa also noted that the Governance Committee will soon be working on updating the by-laws.

**11. Election of Officers:** Mr. Mara presented and made a motion to approve the slate of new Board Officers with Mr. Davis as Chair, Ms. Lovett as Vice-Chair, Ms. Economou as Secretary, and Mr. Morgan as Treasurer. The motion was seconded by Dr. Rawlings and was unanimously approved.

**12. Motion to adjourn:** Mr. Ejiasa thanked everyone for their attendance and adjourned the meeting at 8:17pm.