

Board of Governors Meeting
Washington Latin Public Charter School
5200 2nd Street, NW Washington, DC
Thursday, September 1st, 2016
6:00pm

Governors Present: M. Cave (skype); C. Culver (phone); R. Dalal; J. Davis; A. Economou; T. Morgan; A. Wilkins; C. Wilkinson

Absent: R. Greiff; P. Mara; H. Rawlings; T. Tuck

Head of School: P. Anderson

Guests:

Kate Cromwell, WLPCS Director of Development
Geovanna Izurieta, WLPCS Director of Finance
Diana Smith, WLPCS Principal
Kimberly Cole, Board Candidate
Maria Demeke, Board Candidate

1. **Call to Order:** Mr. Davis called the meeting to order at 6:10pm.
2. **Approval of Minutes:** Mr. Davis then presented the minutes from the general board meeting on May 28, 2016. Mr. Morgan requested a minor change to the Finance Committee section, and minutes were then approved unanimously after a motion made by Ms. Morgan and seconded by Mr. Davis.
3. **Head of School Report:**
 - a. **Beginning of the Year:** Mr. Anderson began by reminding board members that school had started just a week prior and that, thus far, it had been a relatively smooth start. He walked the board through a faculty and staff overview, including demographic statistics, academic credentials, and retention percentages. He then did the same for students. Mr. Davis asked about the extent to which family issues and childcare affected staff attrition, and he deferred to Dr. Smith who believed that they did not play a significant role. Ms. Economou inquired as to teachers' average length of stay; Ms. Izurieta calculated an average three-year length of stay. Mr. Anderson noted that staff diversity has increased and that current retention rates far surpass charter school averages. He also highlighted the positions added for special education and Chinese as well as counseling. He expressed a heightened need for middle school math. Regarding students, Mr. Anderson and Dr. Smith noted that some grades were over

the 90 student cap and pushing class size, describing it as something to track.

- b. **FOCUS Lawsuit:** Mr. Anderson shared that nothing had substantively changed and that there were no new updates on the case.

4. **Board President Report:**

- a. **Welcome & Farewell:** Mr. Davis issued a warm welcome to Board candidates Maria Demeke and Kimberly Cole and also highlighted the evening's farewell to Ms. Wilkins, a Latin parent and board member completing her second and final three year term.
- b. **Motions:** Mr. Davis then explained the need to vote on various motions to stay in accordance with the bylaws. He also noted that the bylaws had not been updated since 2013 and would require some revisions in upcoming months. First, he made a motion to dissolve the following committees: Strategic, Transition, Search, Facilities Real Estate committee. Mr. Morgan seconded the motion and it passed unanimously. Mr. Davis then made a motion to form the Growth Committee. Ms. Wilkins seconded the motion, and it passed unanimously. Mr. Davis then made a motion to approved the committee members and chairs as outlined, Ms. Dalal seconded the motion, and it passed unanimously. Mr. Davis then made a motion to expand the Executive Committee to include chairs of the Development and Governance committees, Ms. Dalal and Mr. Mara respectively. Mr. Morgan seconded the motion, and it passed unanimously. Finally, Mr. Davis made a motion to amend the by-laws to reflect the school's current principal Corporate location of 5200 2nd Street NW, Washington, DC 20011. Ms. Wilkins seconded the motion, and it passed unanimously.

5. **Report of Contracts over \$25,000:** Ms. Izurieta noted seven contracts solicited by RFP and seven that were automatic renewal but clarified that there were no new contracts to approve and no vote necessary.
6. **Finance Committee:** Mr. Morgan spoke on behalf of the Finance Committee, announcing the committee's intention to conduct a deeper analysis on finances in an upcoming meeting, in addition to review the 2017 budget and collaboration with EdOps. He also noted that the financials would have a new format and that Ms. Izurieta would be with them through October before going on maternity leave.
7. **Development Committee:** Ms. Dalal spoke on behalf of the Development committee, announcing that the first committee meeting was scheduled for September 12th and that the Faculty Fund would be the main item on the agenda. Ms. Cromwell noted a small correction on the report itself and also explained that Latin Pride, the fall fundraising effort, would be kicking off shortly. Board members briefly spoke regarding other areas of need for fundraising, including aftercare.

8. **Academics Committee:** Mr. Anderson introduced and reviewed new data on WLPCS's Class of 2012 and college persistence. He walked through percentages of students from that class who had graduated in four years, were on track to graduate in six, were in vocational school, had dropped out, and were unknown. Board members engaged in a healthy conversation about various dynamics at play and the importance of this issue as per WLPCS's lasting educational footprint and fundraising efforts.
9. **Growth Committee:** In Ms. Lovett's absence, Mr. Davis spoke on behalf of the committee, noting an upcoming replication retreat on September 24th and 25th. He also reminded board members that currently there were very few surplus buildings being made available by DCPS and that WLPCS will need to be very intentional and strategic in any future growth endeavors. Ms. Wilkins reminded the group of a property in Ward 7 that she had previously brought to their attention.
10. **Governance Committee:** In Mr. Mara's absence, Ms. Economou spoke on behalf of the committee, introducing board candidates Ms. Cole and Ms. Demeke and reviewing the recruitment process. Each candidate spoke briefly about her professional interests as well as her interest in WLPCS and thanked the board for the opportunity to observe a meeting.
11. **Old/New Business:** Before concluding the meeting, Mr. Davis thanked Ms. Wilkins for her service to WLPCS over a total of six years, and Ms. Economou presented a gift from the board. Ms. Wilkins recounted some of her favorite memories and accomplishments during her term and stated her intention to continue her involvement as a WLPCS parent. The Board of Governors expressed their appreciation for Ms. Wilkins' years of service on the board as a strong advocate for the school and students. Ms. Wilkins made significant contributions during her tenure on the board. Ms. Wilkins played a significant role in the school's search for a replacement facility and new head of school and participated in the committee that oversaw the facility development project.
12. **Motion to adjourn:** Mr. Davis thanked everyone for their attendance and adjourned the meeting at 7:55pm.