



WASHINGTON LATIN
PUBLIC CHARTER SCHOOL

A Classical Education for the Modern World

Board of Governors Annual Meeting
Washington Latin Public Charter School
5200 2nd Street, NW Washington, DC
Thursday, June 13, 2019
6:15PM

Governors Present: T. Morgan, C. Wilkinson, B. Caldwell, A. Graham, G. Matthews, R. Dalal, M. Demeke, H. Rawlings, G. Matthews, A. Lovett, C. Culver

Governors Participating Via Phone: L. Ballenger, P. Mara

Others Participating Via Phone: Leslie Brodsky, Shanahan Law Firm LLC

Regrets: K. Cole, P. Mara (on leave), R. Greiff, K. Shanahan

Head of School: Peter Anderson

Guests:

Diana Smith, WLPCS Principal

Kate Cromwell, WLPCS Director of Development and Communications

Geovanna Izurieta, WLPCS Director of Finance

Crys Latham, WLPCS Director of College Counseling

James Kelly, Assistant Principal, Director of Middle School

1. **Call to Order:** Ms. Lovett called the meeting to order at 6:20 PM.
2. **Academic Committee Report:** Ms. Latham reported on the college results for the Latin seniors of the Class of 2019, described in Supporting Paper 1. Her report described the demographics of the students, performance across various groups, college and professional plans, college acceptance trends nationally and at WLPCS, scholarships received, plans for vocational training or military service. She also described outreach efforts and programs and financial literacy classes sponsored by the office of college counseling to ensure the school makes a strong effort to work with all students to develop post secondary plans, and plans to extend this work to 9th and 10th grade students.

Ms. Smith reported on efforts to improve outcomes of at-risk students, including efforts to help all students finish graduation requirements described in Supporting Paper 2 (Diversity Action Plan). The Board discussed various approaches to increase at-risk student population at WLPCS, including outreach by parents to potential parents, explanation of graduation requirements, supports available, restorative justice practices, etc. Ms. Smith highlighted that 62 conflicts were addressed through restorative justice program this school year and all but two were completely resolved.

3. **Growth Updates and Discussion:** Mr. Anderson reported on recent developments related to the Growth Initiative. He reported on the May 20 hearing before the PCSB, and noted that staff has recommended our application for growth be approved at the

next meeting of the PCSB on June 25. Mr. Anderson reported on the final business plan for growth, developed through the Bellwether Strategic Growth Initiative, reviewing specifically internal metrics and milestones. Mr. Anderson reported that WLPCS has been approved by City Bridge for a coveted leadership fellowship, and that the Charter School Growth Fund has awarded Latin a large grant to support costs of opening a second school. The Board congratulated Mr. Anderson and Ms. Cromwell on these significant development accomplishments. Mr. Anderson also reported on other potential growth funders who will visit the school over the coming months and provided an update of facilities options for swing space for a new school. The Board discussed staffing pipelines for Latin B leadership and for key positions at Latin A.

4. **Governance Committee:** Mr. Wilkinson noted that several Board members, Rusty Greiff, Maria Demeke, and Kimberley Cole, will complete their Board service to WLPCS with the conclusion of this school year (June 30) and thanked them for their service. In addition, Mr. Wilkinson concludes his first term as Governor. The Governance Committee recommends that Mr. Wilkinson be approved to serve a second term as a Governor, from SY 2019-2020 through the end of SY 2021-2022.

DECISION 19-06-01: The Board approved the nomination of Mr. Wilkinson to serve a second term as Governor for WLPCS through SY 2021-2022.

Mr. Wilkinson then reported on the Governance Committee nomination process for Board leadership roles for SY 2019-2020. The Committee recommends a leadership roster of: President – Chris Wilkinson; Vice President – Ragini Dalal; Treasurer – Tim Morgan; Secretary – Georgeanne Matthews.

DECISION 19-06-02: The Board approved the recommended leadership slate for SY 2019-2020 as nominated: President –Chris Wilkinson; Vice President – Ragini Dalal; Treasurer – Tim Morgan; Secretary – Georgeanne Matthews.

Mr. Wilkinson reported that the Governance Committee recommends revising the Bylaws to document that Governors terms end at the conclusion of each school year (June 30) rather than during the school year, regardless of when their term started. This is to ensure that committee leadership and Board work is not disrupted during the school year.

DECISION 19-06-03: The Board approved the recommended change to the Bylaws to rationalize Governor terms through the end of the school year (June 30). NEED full and correct language.

Mr. Wilkinson noted that recruitment of new Governors to fill Board vacancies caused by routine turnover will take place over the summer, with careful attention to the skill sets needed to support strong governance and strategic goals with a particular focus on growth and strategic planning. Ms. Lovett reported that going forward, the Board will invite faculty members to make presentations at monthly Board meetings as often as possible, to increase opportunities for meaningful interaction.

5. **Finance Committee:** Ms. Izurieta described the contracts over \$25,000 (see Supporting Paper 5), noted the accomplishment of retaining four Urban Teacher Fellows a reduced fee and reported that she is working to close the books in preparation for the annual audit before she departs WLPCS for her new position. She reported on the End of Year budget projections, which are very strong, including 290 days of cash on hand. She and Mr. Morgan reported that Finance Committee met its SY18-19 goals related to supporting planned faculty salary increases, financial modeling to support growth, and formalizing rent abatement through DGS, which means WLPCS will not have to pay rent for the next 19 years.
6. **Board President Report:** Ms. Lovett reviewed the progress against WLPCS Board Goals for SY 2018-19, noting significant progress on the strategic goal of ensuring Latin is positioned to open a new middle school, specifically: hiring a project manager to identify swing/permanent space, the Bellwether strategic review, submitting to PCSB an application for charter amendment to increase enrollment, completing a business plan and flexible funding model, significant success on growth-oriented development and Convivium as a way to nurture support. Operationally, she noted the Board approved revised charters for most committees, completed a self-evaluation, held a productive retreat, and formalized goal setting, review and performance evaluation procedures. More work remains to be done on goals related to review of Board policies and procedures, but overall it was a productive and successful year, and she thanked the Governors and staff for their hard work and collaboration.
7. **Head of School Report:** Mr. Anderson briefly reviewed the Head of School report, noting special visitors to the school, recent student and faculty achievements, faculty departures, planned sabbaticals and new appointments, and WLPCS involvement in the advocacy video “End the List”(see Supporting Paper 6).
8. **Consent Agenda:** The Board of Governors approved the Minutes for the April 18 and May 16 Governors meetings (see Supporting Paper 7).

DECISION 19-06-04: The board voted to accept and approve the designated sections of the consent agenda.

9. **Closing:** Ms. Lovett adjourned the meeting at 8:10 PM and invited the Governors to an End-of-Year Dinner in the school library, including final acknowledgements and farewells to departing governors and staff members.