

Board of Governors Meeting
Washington Latin Public Charter School
5200 2nd Street, NW Washington, DC
Thursday, May 4, 2017
6:00pm

Governors Present: J. Davis; H. Rawlings (phone); A. Economou; C. Wilkinson; K. Cole; A. Lovett; M. Cave (phone); T. Morgan; M. Demeke; T. Tucker; P. Mara; C. Culver

Absent: R. Greiff; R. Dalal

Head of School: Peter Anderson

Guests:

Diana Smith, Principal

Kate Cromwell, WLPCS Director of Development and Communications

Geovana Izurieta, Director of Finance

Chinesom Ejiasa, Immediate Past President of Board of Directors

Crys Latham, Director of College Counseling

Cheryl Hankerson, Shanahan Law Firm

1. **Call to Order:** Mr. Davis called the meeting to order at 6:09 p.m. and welcomed our guests.
2. **Academic Committee:** Ms. Economou introduced Ms. Latham, who provided an overview of college counseling services offered at Washington Latin. Ms. Latham emphasized the counselors' focus on individualization and "fit" of colleges and universities for students and their families. She shared some statistics regarding college applications and acceptance rates thus far. She also shared that this graduating class has received more than \$9.5M in scholarships – an average of \$110,000 in scholarship money per student. The counselors are continuing to call colleges to advocate on behalf of students on waitlists and understand how students are faring in the application process. In response to a question posed by Ms. Culver regarding tracking of financial awards, Ms. Latham responded that the counselors request copies of financial aid award letters/emails and advise students and families regarding their expected financial contribution and anticipated debt after graduation.

Mr. Rawlings inquired about the School's efforts to track students in college. Mr. Anderson responded that there is a staff member tasked with trying to obtain information from graduates who are in college, but the School's goal is to obtain more information.

3. **Development committee:** Ms. Cromwell reminded attendees about Convivium de Civitate scheduled for Wednesday, May 10, 2017. She provided an overview of the program and expected guests. Additionally, Ms. Cromwell provided an update on Bacchanalia.
4. **Approval of Minutes:** Ms. Cole presented the minutes from the April 6, 2017 board meeting and the April 18, 2017 Executive Committee meeting, noting an update that Tim Morgan attended the April 6, 2017 board meeting. The minutes were approved unanimously with no additional changes after a motion was made by Mr. Davis and seconded by Ms. Lovett.
5. **Head of School Report:**
 - i. **Law Suit Update:** Mr. Anderson advised that oral arguments scheduled for the end of April have been postponed until the week of May 8, 2017.
 - ii. **Solar panel initiative:** Washington Latin submitted a proposal to be considered as a solar panel site.
 - iii. **Registration for SY 2017-2018:** Mr. Anderson informed that there has been some attrition from middle school to high school. Ms. Smith has scheduled one-on-one meetings with individual families who are leaving Washington Latin.
 - iv. **Advocacy efforts:** Mr. Anderson updated the Board regarding faculty who have testified at hearings throughout the District to advocate on behalf of the School regarding the issue of per pupil funding, among other things. Ms. Lovett reminded Board members about the FOCUS advocacy group and urged board members to make phone calls regarding the per pupil funding increase.
 - v. **Resolutions:** Mr. Anderson presented a proposed resolution regarding expanding the parties authorized to execute documents on behalf of Washington and Latin Rudolph, LLP to include the Head of School, Chair of Board and the Treasurer. Mr. Davis moved to accept the resolution as presented. Mr. Wilkinson seconded the motion. The resolution passed unanimously.
 - vi. **Charter amendment request:** Mr. Anderson proposed an amendment to modify the opening paragraph of the Charter agreement, "entered into by XXXXX". Based on the advice of counsel, Ms. Hankerman, Mr. Davis moved to submit the charter amendment to the Public Charter School Board as presented by counsel by email on April 26, 2017. Ms. Lovett seconded the motion. The motion passed unanimously.
6. **Finance Committee:** Ms. Izurieta presented Key Performance Indicators, providing an overview of YTD revenue and expenses and year end projections. She also reviewed the investment portfolio. Mr. Morgan reviewed cash reserves. He recommended that we set aside \$100,000 in capital repair reserves and \$300,000 for debt repayment. Mr. Morgan moved to transfer funds as reflected on the Cash Reserves schedule. Mr. Davis seconded the motion, which was approved unanimously.

- i. **Ad hoc Compensation committee:** Mr. Anderson presented the contract the School entered into with EdFuel. He provided a summary of the kickoff meeting held with EdFuel, the School's leadership team, and board members on the committee on May 1, 2017.
 - ii. **Faculty Fund:** Mr. Anderson provided detail regarding Faculty Fund SY 2016-2018. He explained how the funds have been spent thus far **and noted that the School has not spent as much as allocated, which was previously approved by Board. He informed the Board of anticipated additional expenditures (due to under spending of the Faculty Fund).**
7. **Growth Committee:** Ms. Lovett provided an update regarding visits to real estate sites. The committee expects to provide deliverables regarding its proposal to the Board by the end of the year.
8. **Governance Committee:** Mr. Davis excused guests. Mr. Mara announced the final slate for officer roles for SY 2017-2018:
 - President: Ms. Lovett
 - VP: Mr. Wilkinson
 - Treasurer: Mr. Morgan
 - Secretary: Ms. Cole

Mr. Davis asked each nominee to say a few words about his or her interest in the position for which he or she was nominated. Afterward, Mr. Mara moved to approve the slate as presented. Mr. Davis seconded the motion, which unanimously passed.

9. **Motion to adjourn:** Mr. Davis thanked everyone for their attendance and adjourned the meeting at 8:11 p.m. He requested that the next board meeting be moved from June 1st to June 8th. Mr. Anderson reminded the Board that Graduation will be held on June 13th at UDC.