



WASHINGTON LATIN
PUBLIC CHARTER SCHOOL

A Classical Education for the Modern World

Board of Governors Annual Meeting
Washington Latin Public Charter School
Via UberConference.com
Thursday, March 19, 2020
6:15PM

Governors Present: C. Wilkinson, R. Dalal, T. Morgan, A.E Lovett, B. Caldwell, C. McGurn, H. Rawlings, L. Ballenger, A. Graham, P. Mara, K. Merritt, C. Culver, K. Osagie, and L. Rucker

Head of School: Peter T. Anderson

Guests:

- Diana Smith, WLPCS Principal
- Kate Cromwell, WLPCS Director of Development and Communication
- Yinnie Tse, WLPCS Director of Finance
- James Kelly, WLPCS Director of Middle School
- Eman Abdur-Rahman, Business Office Associate/Executive Assistant to Head of School
- Alexander Porcelli, WLPCS Arabic Teacher

1. **Call to Order:** Mr. Wilkinson called the meeting to order at 6:15 PM. He then recognized and thanked the staff for their effort during the challenges engendered by the pandemic.
2. **Head of School Report:** Mr. Anderson highlighted the school's COVID-19 response. He informs the Board members of community support and temporary challenges the school faces. Mr. Anderson thanks Rapid Response Team for their continuous communication.
3. **Academic Committee Report:** Mr. Anderson invited Mr. Porcelli to speak to his recently completed sabbatical experience. Mr. Porcelli thanked the Board for making it possible for him to have this experience and shared a few highlights of how he spent his time and how it has positively impacted his personal and professional development.
4. **Succession Planning:** The Board agreed in case of emergency/sickness, Ms. Smith is to step-in for Mr. Anderson. In lieu of Ms. Smith, Mr. Kelly would step-in.

Some discussion ensued about succession in the event of the incapacitation of one or more of the Board officers. The Governance Committee was charged with discussing this further.

5. **Finance Committee:** Mr. Morgan reviewed the school's plans for loan refinancing and presented the Board with a resolution which allows school leadership to proceed with executing a new loan.

DECISION 20-03-01: The Board approved the Loan Refinancing Resolution.

Mr. Anderson reminded the Board of the schedule for issuing staff letters of employment for the next school year. Mr. Morgan presented to the Board the

recommendation of the Finance Committee of a 1.5% total increase in the salary line of the budget over the previous year.

6. **Governance Committee:** Mr. Anderson reviewed Board OnTrack platform as it will be utilized more frequently going forward. Mr. Anderson discussed the possibility of holding an open meeting in the next month or two.
7. **Development Committee:** Ms. Cromwell informed Board member of emergency fund efforts and how the funds are being used. The Board reached an agreement to cancel upcoming fundraising events and to brainstorm alternatives.
8. **Facilities Committee:** Ms. Ballenger updated the Board on the work being done to find a new facility. Mr. Anderson updated the Board on facility challenges caused by the pandemic.
9. **Consent Agenda:** Mr. Anderson presented the consent agenda, including committee reports for review and minutes of the February board meeting for vote.

DECISION 20-03-02: The Board approved the minutes of the February 20 Board meeting.

10. **Adjournment:** Mr. Wilkinson adjourned the all board member meeting at 7:59PM. There was no executive session.