



## **Board Meeting Minutes**

A virtual meeting of the Board of Trustees (the “Board”) of Creative Minds International Public Charter School (the “School”) was held on November 16, 2020. The meeting was called to order at 6:03 PM.

The meeting was held over Zoom, given COVID-19 restrictions. The following Board Members participated: Michael Curran, Imani Davis, Dr. Lynn Jennings, Jeanelle Johnson, Navin Nayak, Matt Walker, Jennifer Wallace, Dr. Val Wise. Dr. Neal Brown, Dionne Tyus Garvin were absent with notification.

Also participating from CMI school leadership: Chuck Jackson, Executive Director and ex-officio board member; Craig Bednarovsky, COO; Nayamka Long, CAO.

### **1. Opening Items**

- Informed all that the meeting will be recorded.
- Imani Davis was welcomed on the occasion of her first board meeting.
- Since this is the first open meeting of the 20-21 school year, each board member introduced themselves and described their role on the board and when they joined the board.
- September 2020 Board Meeting Minutes were presented for consideration. (Note: The CMI Board did not meet in October 2020)
  - o **The Board voted unanimously to approve the September 2020 Board Meeting Minutes.**

### **2. Report from Executive Director**

- CMI is one of the few schools in D.C. that is overenrolled at 548 total students; 115 special education students, 61 English Language Learners (this number may go up)
- CMI now listed as one of the most diverse schools in DC, and now considered a Title I school for the first time in school history
- Promethean Boards now issued
- Food service will continue indefinitely; funding issues resolved. Stopped counting number of meals delivered after we hit 50,000.
- Facilities work progressing, going well. Will post new video updates. Will take charge of the new space in January. We have enacted air quality measures already and will do more in the future.
- Recruitment season has begun; had middle school and high school fairs virtually. Shared new CMI recruitment video.
- Instructional Leadership Team redesign has moved back into reactionary body mode, responding to pandemic; plan to get back to more of a student data focus.

Will invite Bellwether team to work with us again, further support ILT and work on strategic planning.

- Celebrating student activities
  - Joint Parent/CMI-led Remote Robot Tournament will take place on November 21<sup>st</sup>, over 10 robotics teams from DC show will show off their tower lifting robots
  - CMI Debate team doing well
- Staffing update—doing analysis to make sure compensation levels to be competitive and equitable. Continuing to build budget up towards the regional compensation median. Still doing virtual happy hours and coffee gatherings for staff.
- Lower school literacy team met in person
- Equity focus—
  - Some staff applying for Nexus Equity Lab Fellowship, looking for grant money to support it
  - Working to implement an equitable response system, figure out best practices for referrals; will start trainings soon
- Open Meetings Act compliance hasn't presented many challenges as of yet; continuing to work with other schools to share best practices, waiting for more guidance from DC PCSB
- Overall citywide update on DC schools—
  - Only in-person learning happening in small pods, many in-person learning plans have been cut back. DCPS offered 600 in-person slots, only filled 400 of them
  - DC Charter Alliance (including CMI) sent letter of demands, including charter access to assessment resources on same level as traditional DCPS schools
  - DC still in Stage 2, numbers are increasing; DC, Maryland, Virginia all putting new restrictions in place
- Reviewed Decision-Making Process for Any Return to In-Person Classes
  - Want to prioritize returning students who are struggling the most with remote learning
  - Reviewed:
    - Six non-negotiables—Health & Safety, Transparency, Meeting the Needs of Our Students, Early Childhood not Automatic Priority, Start Small: 50 Students or Fewer, Data & Science: Not Political Pressure
    - Family and staff survey results
    - Trends in student assessment data
    - Next steps for additional support
    - DC Public Health data--considering this info along with school-based considerations
    - Air filtration, cleaning, safety enhancements for any in-person classes
  - Current timeline:
    - Remote learning through at least January 2021
    - Ongoing review of student data, public health data, feedback from teachers, guidance & discussions
    - Next Check-in Point—first week of January
  - Responded to questions

- Explanation of red, yellow, green student classifications by Chuck and Nayamka
- CMI parent happy hour? Jenni will relay request to CFA

### 3. Report from Committee Chairs

Each committee provided a description of its work and an overall update:

- AEC: Update from Lynn
    - Participating in ongoing discussions about student data, assessments in a virtual environment
  - Finance: Update from Jeanelle
    - Days of cash expected to be 76 (well ahead of 60 day goal)
    - Cash at year end forecasted to be \$3.01m; \$147k below budget, albeit we have \$314k remaining in contingency and cushion built into the expense forecast
    - Finance committee approved audit financials (due to DC PCSB and OSSE by December 1<sup>st</sup>), committee recommends board approval.
      - **Board votes unanimously to accept audit financials.**
  - Governance: Update from Michael
    - Imani Davis onboarded as new trustee
  - Strategic Planning: Update from Val (with Dionne absent)
  - REDI: Update from Lynn
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- **Board votes unanimously to accept all reports as given**
  - **Next meeting of CMI Board of Trustees is Dec 14**
  - **Trustees encouraged to make donations to CMI via the school's website**
  - **There being no further business to be transacted, the meeting was adjourned at 7:33.**

Respectfully Submitted,  
Matt Walker