



## 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 December 14, 2020. The meeting was called to order at 6:02 PM.

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

Also participating from CMI school leadership and staff: Chuck Jackson, Executive Director and ex-officio board member; Craig Bednarovsky, COO; Nayamka Long, CAO; Carlos Garcia, Jenn Andruzzi, Andy Charrier.

### 1. Opening Items

- Board Chair Dr. Val Wise commended and thanked the CMI staff for extraordinary work under “once in 100 years” difficult conditions of this pandemic.
- Asked the CMI board to donate to CMI before the end of 2020.
- Informed all that the meeting will be recorded.
- November 2020 Board Meeting Minutes were presented for consideration.
  - **The Board voted unanimously to approve the November 2020 Board Meeting Minutes.**

### 2. Report from Executive Director

- Brief recap of decision process that led to decision to delay in-person learning at least through the end of 2020.
- Enrollment update:
  - The first online “Edfest” marked the start of enrollment process for the next school year. Multiple CMI staff members signed up to volunteer to speak with interested parents. Parent volunteers also helped. Future presentations will happen for lower and middle school.
  - DC’s public charter school board and DCPS determine enrollment projections for each school, moved CMI down 13 fewer students from last year. Our appeal of this projection was not successful. We will roll with the budget as is—won’t hurt us if we have 13 fewer students at the start of the year.
  - Shared “My School DC SY20-21 Year End Report with more enrollment details. [Links will be fixed in Chuck’s written ED report.]
- Worked to prepare CMI’s public facing document for the DC Public Charter School Board; public documents are available.

- Update on work to determine which students will return to school first, including who is struggling the most online; identified interventions for each struggling student in lieu of return to in-person learning.
- Pilot plan to offer free in-person COVID testing to all CMI staff and their families, with bimonthly tests. If recent tests go well, will expand it to others. The pilot is also a chance to do a dry run of social distancing and cleaning/sanitizing plans.
- CMI has been invited to share thoughts and ideas with the Biden transition team; members of the community can email Chuck with anything they want to share.
- Staffing update—
  - Launching compensation analysis in January—will identify salary bands and do other research.
  - Virtual holiday activities planned for December.
- Equity focus update—
  - Congrats to Nayamka and Amita for winning Nexus Equity Lab Fellowship.
  - Begun work on Response to Intervention Handbook, will begin to plan related training activities, address inequities.
- Outreach update
  - Revising town hall format to address declining family attendance
  - Want to figure out ways to have more personal interaction between teachers and families
- Overall citywide update on DC schools—
  - Mayoral emergency authority—mayor asked for extension to March 31
  - Most schools that tried in-person schooling have gone back to virtual format; schools that are open in-person are doing so with very small groups
  - DC still in Stage 2 overall, breaking records of COVID positive rates in recent days; US just passed 300,000 deaths today

### 3. Report from Committee Chairs

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

- AEC: Update from Lynn, Nayamka
  - Shared assessment data with families; identified 27 students, ~18 families who were in the “red”; targeted interventions and additional support provided to these families
  - Checking on wellness of middle school students is a priority
  - Some teachers have found creative ways to engage, sharing these with others on staff
- Finance: Update from Jeanelle
  - Met last week, discussed development
  - More SPED students in Level 1 than estimate, adjusted funding accordingly
  - Days of cash on hand: 74 (well ahead of 60 day goal)
  - Working on PPP loan forgiveness
- Governance: Update from Michael
  - Confirmed decision to not renew EBP agreement for this school year
  - Need find new board member (11<sup>th</sup> trustee overall) and determine process for search; will seek trustee who can serve on AEC

- o Will circulate revisions to bylaws to trustees in advance of January meeting, meet 15 day notice requirement, plan to vote
- o Board will meet on January 25<sup>th</sup>, and determine board meeting schedule for remainder of school year with input from CMI leadership
- Strategic Planning: Update from Dionne, Chuck, Jenni
  - o Shared new Mission Statement, process for determining it, strategic context for new language: **“To cultivate within ALL of our students the mindset, skills, creativity and commitment to equity essential in becoming globally aware and independently minded citizens.”**
  - o Strategic plan work includes how to realize this mission statement, including CMI graduate profile
- REDI: Update from Lynn
- **Board votes unanimously to accept all reports as given**
- **Open Q+A time**
  - o **Discussion of how best to share new Mission Statement with CMI community**
  - o **Kudos to CFA, which raised over \$30,000 recently**
- **Next meeting of CMI Board of Trustees is Jan 25**
- **There being no further business to be transacted, the meeting was adjourned at 7:13.**

Respectfully Submitted,  
Matt Walker