



Board Meeting Minutes

An online meeting of the Board of Trustees (the “Board”) of Creative Minds International Public Charter School (the “School”) was held on March 11, 2025. The meeting was called to order at 6:03 PM.

The following Board Members participated: Dr. Neal Brown, Kelly Carroll, Heather Curtis, Corey Gordon, Ebony Jackson, Holly Oliver, and Lisa Raymond.

Also participating from CMI school leadership and staff: Craig Bednarovsky, Nayamka Long, Maria Jose Carrasco, Jocelyn Salamanca, and Chuck Jackson (Executive Director and ex-officio board member).

1. Opening Items

- Kelly Carroll, Board Secretary, conducted a roll call of Trustees in attendance.
- With a quorum present, Board Chair Lisa Raymond called the meeting to order at 6:03 pm and provided opening remarks.
- February 10, 2025 Board Meeting Minutes were presented for consideration.
 - **Motion: Approve February 2025 Board Meeting Minutes.** (Motion by Ebony Jackson and second by Heather Curtis). Motion was unanimously approved, with Lisa Raymond and Holly Oliver abstaining.

2. Executive Director Update

ENROLLMENT:

- Enrollment continues to be a challenge.
- Focus is on retention of interested families and existing families to re-enroll.

STAFFING UPDATES:

- Reorganization – details to be covered in Executive Session.
- Providing support services for staff whose positions will be eliminated.

ACADEMICS:

- We continue to analyze and process whether we will select our negotiated charter goals or adopt ASPIRE as developed by PCSB.

OTHER ITEMS:

- Women’s History Month this month.

- Chuck reported about wonderful school-level based celebrations for Black History month, such as door decorations, spirit week, community meetings, class-room based lessons.
- Individual one-on-one staff meetings with Chuck; staff have reported being very happy and feeling like a part of the community especially as compared to their previous schools.
- Communication outreach continues to grow - social media postings increasing, weekly newsletter, standardizing teacher communications.

FACILITIES:

- We continue to tour and evaluate possible locations for both renovations and new builds.
- Timeline for any move remains at least 3-5 years from identification and acquisition.

CITY ENVIRONMENT:

- It is extremely stressful right now.
- National political issues and confusion has directly impacts many of our families and staff.
- Stress levels are through the roof.
- Republican Stop Gap legislation has directly attacked one billion dollars of DC's budget – would move DC fiscal budget back to FY 24 numbers. Practical impact on public schools is over \$300 Million in decreased revenue - \$165 Million for charter or a 17% decrease in funding.
- Twenty charter schools are up for review this year - so not clear what impact that may have on the number of seats, etc.
- Mayor proposed a 2.7% increase in per-pupil funding. This is less than current inflation rate.

BOARD DISCUSSION

- Holly encouraged Board members to participate in the community meetings at the school. Very inspiring seeing the kids speaking up for themselves and encouraging each other. Very heartwarming to see how CMI embraces these feelings.
- Board members discussed with school staff ideas for increasing enrollment and retention of students.

3. Committee Updates

- **Academic Excellence Committee Report (Nayamka Long gave this update with Corey Gordon)**
 - Nayamka reported that her team did a webinar for parents on the mid-year assessments.
 - Nayamka reports DC Cape and EOY preparation by staff.
 - Corey encouraged Board members to engage with Empower K-12 dashboard.
 - The Committee encouraged Board members to visit the school and classrooms. Corey shared walk-through tools and areas of focus during visits.

- **Finance Committee Report (Craig Bednarovsky)**
 - Due to enrollment challenges, we have begun developing enrollment and financial projections that are much more conservative. This includes adjusting class numbers and sizes. We will cover in detail during executive session.
 - Craig reports the school is on track for 85 days of cash. Getting a bump from special education funds for students that were identified for supports after Oct. 1. Now close to our budgeted projection of 88 days of cash.
- **Governance Committee Report (Kelly Carroll)**
 - The Governance Committee shared that they are looking for potential alternatives to Board Book on Dropbox, and also other methods of communication besides email.
 - The committee also reported that they will be looking at committee membership and seek some reshuffling/additions. They also are looking into the timing of retreat.

Motion: Accept Committee Reports. (Motion by Holly Oliver and second by Corey Gordon). Motion was unanimously approved.

4. Community Comments

- No members of the public were in attendance or provided comments.

5. Executive Session (Closed)

- At 6:40 pm, Lisa Raymond read the reason for meeting closure for executive session.

Motion: Close meeting for Executive Session of the Board of Trustees. (Motion by Lisa Raymond and second by Kelly Carroll). Kelly Carroll called the roll. Motion passed unanimously.

EXECUTIVE SESSION

- Adjourned at 8:37 pm.

6. Closing Items

- There being no further public business to be transacted, the meeting was adjourned at 8:40 pm.

Respectfully Submitted,
Kelly Carroll, Secretary



Board Meeting Minutes

An in-person meeting of the Board of Trustees (the “Board”) of Creative Minds International Public Charter School (the “School”) was held on February 10, 2025. The meeting was called to order at 6:11 PM.

The following Board Members participated: Dr. Neal Brown, Kelly Carroll, Heather Curtis, Corey Gordon, Ebony Jackson, and Sandi Soderstrom.

Also participating from CMI school leadership and staff: Craig Bednarovsky, Nayamka Long, Maria Jose Carrasco, and Chuck Jackson (Executive Director and ex-officio board member).

1. Opening Items

- Kelly Carroll, Board Secretary, conducted a roll call of Trustees in attendance.
- With a quorum present, Kelly Carroll (standing in for Board Chair Lisa Raymond) called the meeting to order at 6:11 pm and provided opening remarks.
- October 2024 Board Meeting Minutes were presented for consideration.
 - **Motion: Approve October 2024 Board Meeting Minutes.** (Motion by Ebony Jackson and second by Heather Curtis). Motion was unanimously approved.

2. Executive Director Update

- Chuck provided an update on student enrollment projections for the next school year, which is anticipated as lower than the current school year with a smaller waitlist than in past years. This trend is occurring at schools across D.C.
- Maria Jose and Chuck provided an update on the DC school lottery, open houses, and enrollment efforts for SY 2025-2026.
- Next year, the PK3 and PK4 grades will be split into separate classrooms.
- Chuck, Nayamka, and Craig provided an update on CMI staff hires.
- Chuck reported that former Board member Tim Abram is still available to advise the school.
- School leadership provided updates regarding Black History month, celebration of the 100 days of education, and maintenance of the current facility.

3. Committee Updates

- **Academic Excellence Committee Report (Nayamka Long gave this update with Corey Gordon)**
 - Nayamka provided a data presentation on the mid-year assessments.

- CMI staff will do a deeper dive on the data (*e.g.*, skill-specific breakdowns of the data, classroom specific data). Initial review shows a decrease in reading growth percentages from the BOY assessments.
- The Committee encouraged Board members to visit the school and classrooms in February and March. Corey and Nayamka will share walk-through tools and areas of focus during visits.
- **Finance Committee Report (Craig Bednarovsky)**
 - Craig presented to the Board Members that we are projected to end the year with 80 days of cash, roughly on track. Shifts in IEPs will change the bottom line.
 - Craig reported that they are starting the budgeting process for next year and continue to tighten the budget for this year.
- **Governance Committee Report (Sandi Soderstrom and Kelly Carroll)**
 - The Governance Committee shared that they are looking for potential alternatives to Board Book on Dropbox, and also other methods of communication besides email.
 - They also reported that they will be refreshing the Board roster and committee assignments.

Motion: Accept Committee Reports. (Motion by Heather Curtis and second by Sandi Soderstrom). Motion was unanimously approved.

4. Community Comments

- No members of the public were in attendance or provided comments.

5. Closing Items

- There being no further public business to be transacted, the meeting was adjourned at 7:30 pm.

Respectfully Submitted,
Kelly Carroll, Secretary

Board Meeting Minutes

An in-person meeting of the Board of Trustees (the “Board”) of Creative Minds International Public Charter School (the “School”) was held on October 21, 2024. The meeting was called to order at 6:06 PM.

The following Board Members participated: Dr. Neal Brown, Kelly Carroll, Michael Curran, Heather Curtis, Corey Gordon (remotely via video), Ebony Jackson, Holly Oliver, Lisa Raymond, and Sandi Soderstrom.

Also participating from CMI school leadership and staff: Craig Bednarovsky, Nayamka Long, Maria Jose Carrasco, and Chuck Jackson (Executive Director and ex-officio board member).

1. Opening Items

- Kelly Carroll, Board Secretary, conducted a roll call of Trustees in attendance.
- With a quorum present, Board Chair Lisa Raymond called the meeting to order at 6:06 pm and provided opening remarks.
- September 2024 Board Meeting Minutes were presented for consideration.
 - **Motion: Approve September 2024 Board Meeting Minutes. Motion was seconded and passed unanimously with seven in favor and one abstention.**

The Creative Minds Board continues to be focused on our school’s mission:

*To cultivate within ALL of our students the **mindset, skills, creativity, and commitment to equity** essential in becoming **globally aware and independently minded** citizens.*

2. Executive Director Update

- Chuck provided an update on student enrollment at CMI being lower than projected, which is occurring at schools across D.C. The school landed at 530, which is less than the 596 projected by PCSB and used for budgeting. Chuck provided additional information of the landscape in D.C. generally.
- Chuck and Maria Jose reported that the start to the school year has been positive, with a major increase in internal and external communications. The open house, back-to-school night, and other student and family events have been well attended.
- Chuck also provided an update on the beginning of year activities including staffing, planning, and the extra-curricular activities (clubs through CMI’s FLEX provider).
- Chuck also reported that they continue to evaluate possible locations for renovations and new builds, and the timeline for any move remains at least 3-5 years from acquisition.

3. Committee Updates

- **Academic Excellence Committee Report (Nayamka Long gave this update with Corey Gordon joining remotely)**
 - Nayamka reported that we finalized our Creative Minds Academic Vision: *We have a culture of excellence where every student, regardless of their background*

or learning needs, receives high-quality, differentiated instruction that promotes critical thinking, advocacy, and growth and achievement.

- Nayamka provided a detailed data presentation on the Beginning of Year (BOY) assessments.
 - The Committee identified next steps from the Measures of Academic Progress (MAP) testing data. Nayamka reported that CMI hosted a MAP webinar for families.
 - CMI is continuing to work with Empower K12 to use our Academic Vision and to create an academic action plan.
- **Finance Committee Report (Craig Bednarovsky)**
 - The Finance Committee met on October 18, 2024.
 - Craig reported that the FY 2024 audit is nearly complete and no findings or issues are expected. The 401K audit was completed with no findings or issues.
 - \$30K of AFRH in-kind approved and applied to October rent related to the lead paint dust mitigation.
 - CMI is moving through the Medicaid approval process for reimbursements, and CMI may be able to recognize \$25K this fiscal year.
 - Craig presented to the Board Members that we are projected to end the year with 80 days of cash and a shortfall this year against SY24-25 budgeted financials due to the lower than expected student enrollment. CMI can absorb the revenue shortfall amount in SY24-25, which is roughly \$1.5-2 million (a -11% gross margin).
 - Craig presented that CMI is required to submit a revised FY 2025 budget to the PCSB due to a 10%+ change in net assets as a result of the change in enrollment numbers against SY24-25 budgeted financials.
 - **Governance Committee Report (Sandi Soderstrom and Kelly Carroll)**
 - The Governance Committee shared that they would be meeting in the near term to work on refining the Board survey and to set a retreat date.

Motion: Accept Committee Reports. (Motion by Michael Curran and second by Sandi Soderstrom). Motion was unanimously approved.

4. Community Comments

- One parent in the CMI community provided comments regarding the availability of pre-Algebra in the middle school and describing how helpful the MAP Assessments have been, and the Board expressed its appreciation for the public taking the time to engage with the Board.

5. Closing Items

- There being no further public business to be transacted, the meeting was adjourned at 7:30 pm.

Respectfully Submitted,
Kelly Carroll, Secretary



Board Meeting Minutes

An in person meeting of the Board of Trustees (the “Board”) of Creative Minds International Public Charter School (the “School”) was held on September 9, 2024.

The following Board Members participated: Dr. Neal Brown, Kelly Carroll, Heather Curtis, Imani Davis, Corey Gordon, Navin Nayak, Lisa Raymond and Sandi Soderstrom.

Also participating from CMI school leadership and staff: Craig Bednarovsky, Nayamka Long, and Maria Jose Carrasco.

1. Opening Items

- Navin Nayak, Board Secretary, conducted a roll call of Trustees in attendance.
- With a quorum present, Board Chair Lisa Raymond called the meeting to order at 6:15 pm.

2. Executive Director Update

Craig, Nayamka and Maria Jose provided a brief update on the beginning of year activities including staffing, planning, enrollment and the extra-curricular activities (clubs).

3. Committee Updates

Each Committee chair provided a brief update on recent activities.

Academic Excellence provided an update on CAPE/PARCC data from last year and the BOY data collection process. They also shared an update on the emerging landscape for city-side assessments that are being developed.

Craig provided an update on Finances.

- June financials reviews: ending SY23-24 with 108 days of cash.
- The outstanding OSSE facilities loan was paid off early at the end of June; the school is carrying no debt.
- Tracking enrollment numbers against SY24-25 budgeted financials; will review in more detail at next Finance Committee and October board meeting

Governance Committee shared their proposed goals for the year

Motion: Accept Committee Reports. (Motion by Corey Gordon and second by Neal Brown). Motion was unanimously approved

3. Closing Items

- Navin Nayak's last Board of Trustees meeting was this evening. He was recognized by Chair Lisa Raymond for his years of service to the Creative Minds community and Board of Trustees.
- There being no further public business to be transacted, the meeting was adjourned at 7:48pm

Respectfully Submitted,

Navin Nayak, Secretary