



## **DRAFT Board Meeting Minutes – June 16, 2025**

An in-person meeting of the Board of Trustees (the “Board”) of Creative Minds International Public Charter School (the “School”) was held on June 16, 2025. The meeting was called to order at 6:07 PM.

The following Board Members participated: Dr. Neal Brown (arrived 6:17), Heather Curtis, Corey Gordon, 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**

- Holly Oliver served as Board Secretary in Kelly Carroll’s absence and conducted a roll call of Trustees in attendance.
- With a quorum present, Board Chair Lisa Raymond called the meeting to order at 6:07 pm.
- May 12, 2025 Board Meeting Minutes were presented for consideration.
  - **Motion: Approve May 2025 Board Meeting Minutes.** (Motion by Heather Curtis and second by Sandi Soderstrom). Motion was unanimously approved by roll call vote.

### **2. Executive Director Update**

- Chuck Jackson shared an overview of school programs and operations.
  - Enrollment continues to tick up and is being tracked by the team weekly.
  - The school is recruiting necessary teaching staff for next year and Principals are reviewing resumes.
  - 4<sup>th</sup> Grade will not be called “Middle School” next year, considering “Upper Lower School”
    - 4<sup>th</sup> grade experience will remain the same for students but there will be different support for staff
  - There will be no summer camp at CMI
  - 8<sup>th</sup> Grade graduation was last week with 30 students graduating from CMI
    - 1/3 of graduates were special education students
    - 2 graduates attended CMI PK through 8<sup>th</sup> grade
  - Field Day is coming up (weather permitting) on Friday
  - Last day of school is June 25

- DC Alliance wrote a formal letter to Public Charter School Board (PCSB) representing several schools (not CMI) expressing lack of confidence in the leadership of PCSB. PCSB is now engaging with listening sessions.
- Lisa Raymond recognized Chuck for his leadership of CMI for the past 6 years as this is his last Board meeting and presented him a gift from the Board.

### 3. Committee Updates

- **Academic Excellence Committee Report (Corey Gordon)**
  - Corey shared updates from the June Committee meeting and opened with a question on how to better communicate the change in 4<sup>th</sup> grade.
  - Some new end of year MAP assessment results are now available. Corey asked Nayamka Long to share these results.
  - Nayamka Long announced that CMI has met 4 Charter Goals around the MAP assessment and that data around CAPE testing and the final 2 goals will be available soon.
  - CMI will be sending information to all 3<sup>rd</sup> and 4<sup>th</sup> grade families on what will stay the same and what will be different in the upcoming school year with the transition of the 4<sup>th</sup> grade. Families will be invited to ask questions and Nayamka and others on her team will be available to the community to answer them.
  - The ASPIRE framework helps CMI compare itself to other charter schools in DC. Currently CMI is projected to score a 3 overall. 3 is the mid-point and considered Satisfactory. 1 is the highest score and 5 is the lowest. Scores are based on achievement and growth and CMI will not be held to these scores until next school year.
  - Nayamka noted upward trends in goals going back to 2023 in both achievement and growth. Our public goal for the MAP assessment is that our students will reach the 40<sup>th</sup> percentile in achievement, but we have an internal stretch goal of the 60<sup>th</sup> percentile. We are not there yet, but working toward it.
  - After a recent conference a tool was implemented called “Mining the Gemstones” to celebrate the work of teachers as well as student achievement. Students are engaged in these MAP results and are impressively asking to retake the test to help the gemstone results. Teachers are also more engaged with the data which is driving greater results.
- **Finance Committee (Craig Bednarovsky)**
  - Craig shared updates from the June Committee meeting and reported that the school budget is now due to PCSB on July 30.
  - Craig reported on financial data from the April, which has now been closed.
  - CMI has 93 days of cash on hand and expects to add 1-2 days to that number by the end of the school year. CMI’s spend rate is about \$45,000-\$50,000 per day.
  - The Gross Margin has fallen below 10, a positive performance indicator for the school.
  - The Finance Committee continues to review the budget and will make a recommendation on that budget to the Board before the July meeting.

- Enrollment is currently at 482 and Craig and his team are testing scenarios both where CMI meets its enrollment goal in 25-26 and where we fall short by 20-30 students to appropriately create a reasonable budget projection.
  - The per pupil funding for 25-26 is currently lower than this year in the Mayor's budget and that is being monitored closely.
  - CMI has signed a contract with the same audit firm it has used in the past for the upcoming audit cycle.
  - Craig is available to Board members to answer any questions on CMI financials outside of Board meetings.
- **Governance Committee Report (Sandi Soderstrom)**
    - Sandi shared updates from the June Committee meeting.
    - The Committee has heard feedback from parents who would like more time to apply for a Board position. The application will remain open until Tuesday, June 24.
    - The Committee is also recruiting non-parent members of the Board and remain interested in issue experts that would be a good fit. Please reach out to Sandi Soderstrom or Holly Oliver for more information.
    - Sandi announced a vote on renewal of terms for several Board members as well as the annual election of Officers, Committee members and Chairs.

Slate of Board members were presented for consideration of a 3-year term renewal. These members are Dr. Art Fields, Corey Gordon, Holly Oliver and Lisa Raymond.

**Motion: Approve 3-year Board term renewal for Dr. Art Fields, Corey Gordon, Holly Oliver and Lisa Raymond.** (Motion by Lisa Raymond and second by Ebony Jackson). No Discussion. Motion was unanimously approved by roll call vote.

Slate of Officers were presented for consideration of a 1-year term. Officers presented are:

- Chair: Lisa Raymond
- Vice-Chair: Corey Gordon
- Secretary: Holly Oliver
- Treasurer: Kelly Carroll

**Motion: Approve 1-year term for Board Officers: Chair, Lisa Raymond; Vice-Chair, Corey Gordon; Secretary, Holly Oliver; Treasurer, Kelly Carroll.** (Motion by Heather Curtis and second by Ebony Jackson). No Discussion. Motion unanimously approved by roll call vote.

Slate of Board members presented for 1-year term on the Governance Committee. Chair, Sandi Soderstrom. Members Kelly Carroll, Ebony Jackson, Holly Oliver.

**Motion: Approve 1-year term for Governance Committee: Chair, Sandi Soderstrom. Members Kelly Carroll, Ebony Jackson, Holly Oliver.** (Motion by Corey Gordon and second by Lisa Raymond). No Discussion. Motion unanimously approved by roll call vote.

Slate of Board members presented for 1-year term on the Finance Committee. Chair, Kelly Carroll. Member, Lisa Raymond.

**Motion: Approve 1-year term for Finance Committee: Chair, Kelly Carroll. Member, Lisa Raymond.** (Motion by Holly Oliver and second by Heather Curtis). No Discussion. Motion unanimously approved by roll call vote.

Slate of Board members presented for 1-year term on the Academic Excellence Committee. Chair, Corey Gordon. Members Dr. Art Fields and Sandi Soderstrom.

**Motion: Approve 1-year term for Academic Excellence Committee: Chair, Corey Gordon. Members Dr. Art Fields and Sandi Soderstrom.** (Motion by Lisa Raymond and second by Ebony Jackson). No Discussion. Motion unanimously approved by roll call vote.

- Sandi thanked the Board and announced that there will be an email to select a date for the July Board meeting.
- Sandi recognized Dr. Neal Brown for his Board service as tonight is his last meeting. Sandi recognized Heather Curtis whose last meeting will be in July.
- **Ad Hoc Search Committee (Corey Gordon):**
  - Corey shared that 3 candidates were invited to campus to meet with Board members, CMI Leadership and staff and to tour the school. Corey recognized and thanked CMI Leadership for their work in making these visits a success.
  - The school community was invited to share comments on the candidates.
  - Candidates also shared how valuable this experience was in the process.
  - The Search Committee sent an update to the school community to share updates on the search and to thank everyone who took the time to share the traits that they prioritize in the Interim leader.
  - Corey invited Holly to share any additional feedback. Holly shared personal insights into the process including gratitude for being able to see the candidates in action on campus.
  - Nayamka Long commented that she and her team have weekly walk-throughs and would welcome Board members to join pre-scheduled tours, or to set up tours at different times depending on schedules.
  - Corey reported that the Board received valuable feedback from the community through the surveys deployed in May and that feedback will be shared with the new leader when they are hired.

#### 4. Community Comments

- Two parents joined the Board meeting and shared concerns about the 4<sup>th</sup> grade transition to Middle School. They respectfully requested more transparency in the process and shared that they have started a petition to bring to the school as they are opposed to the change.
- Nayamka Long offered to share answers to some of the questions that came up through this discussion.
  - 4<sup>th</sup> grade curriculum will not change in the upcoming year.

- 4<sup>th</sup> grade will remain on the 2<sup>nd</sup> floor with 2<sup>nd</sup> and 3<sup>rd</sup> grades.
- 4<sup>th</sup> grade will have the same rotation of teachers they have had in the past.
- The biggest change will be that 4<sup>th</sup> grade teaching staff will fall under the Middle School umbrella. Nayamka was asked why this change was being made.
  - Nayamka explained that the school is looking for more even responsibilities for Principals to ensure adequate time for oversight and coaching especially. The school is still considering the needs of all ages and grades, and shared the example of the differences between PK and 3<sup>rd</sup> graders navigated in the Lower School, there are also enormous differences between 4<sup>th</sup> and 8<sup>th</sup> graders in their school. CMI is continuing to create age appropriate curriculum for each of these grades.
- Families present expressed concern that communications about this change has not been clear and that they don't feel staff has answers to their questions about the practical implementation in the upcoming year. The families requested an open forum to share concerns. Nayamka offered to begin answering questions from the community immediately with anyone that reached out to her, and she and Lisa Raymond agreed that a forum would be scheduled.
- A community member requested clarification on the role of the PCSB and the comments Chuck Jackson made in his report.

#### **5. Executive Session (Closed)**

- At 7:20 pm, Lisa Raymond read the reason for meeting closure for executive session: To discuss the employment, appointment, or resignation of public charter school personnel.

**Motion: Close meeting for Executive Session of the Board of Trustees.** (Motion by Sandi Soderstrom and second by Corey Gordon). Holly Oliver called the roll. Motion passed unanimously.

#### **EXECUTIVE SESSION**

**Motion: Adjourn Executive Session.** (Motion by Ebony Jackson and second by Neal Brown). Motion passed unanimously.

- Adjourned at 8:33 pm.

#### **6. Closing Items**

- There being no further public business to be transacted, the Board meeting was adjourned at 8:33 pm.
- The next Board meeting will be held in July at a date to be determined.

Respectfully Submitted,  
Holly K. Oliver, Secretary



## **Board Meeting Minutes – May 12, 2025**

An online meeting of the Board of Trustees (the “Board”) of Creative Minds International Public Charter School (the “School”) was held on May 12, 2025. The meeting was called to order at 6:05 PM.

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

Also participating from CMI school leadership and staff: Craig Bednarovsky, Nayamka Long, 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. This included remarks thanking Chuck Jackson for his years of service as Executive Director. She also discussed the Board’s creation of an *ad hoc* Interim Head of School Search Committee: Corey Gordon (Chair) and Holly Oliver (Vice Chair). Lisa also announced that a survey for staff to provide feedback to the Board would be sent to the staff in the coming days.
- March 11, 2025 Board Meeting Minutes were presented for consideration.
  - **Motion: Approve March 2025 Board Meeting Minutes.** (Motion by Holly Oliver and second by Heather Curtis). Motion was unanimously approved by roll call vote.

### **2. Executive Director Update**

- Chuck Jackson opened the discussion with remarks about his expected departure at the end of this school year. He has been holding individual meetings with staff to discuss his departure. Chuck anticipates assisting in an advisor role to onboard the Interim Head of School.

#### **ENROLLMENT:**

- As of today, nearly 80% re-enrolled or in the process of re-enrolling (383 students).
- Focus continues to be on retention of interested families and existing families to re-enroll. Messages are going out through Parent Square.
- Wait list is approximately 300 students.

#### **STAFFING UPDATES:**

- Over 90% of staff offered renewals have accepted.

- The school has begun recruiting for positions next year.
- Chuck discussed the concerns from staff regarding the reorganization.

#### ACADEMICS:

- Nearing the end of CAPE testing and EOY testing. Testing is continuing this week.
- We continue to analyze and process whether we will select our negotiated charter goals or adopt ASPIRE as developed by PCSB.

#### OTHER ITEMS:

- Two visits from international schools (El Salvador and Turks & Caicos) to learn about Creative Minds and our use of ICA.
- Communication outreach continues to grow - social media postings increasing, weekly newsletter, standardizing teacher communications.
- Staff appreciation events every day last week
- STEAM night - 20 families enrolled and over 200 people attended
- Soccer team competing against other charters and DCPD schools
- One World - huge success again

#### 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 remains extremely stressful right now.
- National political issues and confusion has directly impacted many of our families and staff.
- Mayor proposed a 2.7% increase in per-pupil funding. This is less than current inflation rate.
- Two charter schools are closing this summer.
- No word on facilities increase. Rumored to stay flat with no increase.

#### BOARD DISCUSSION

- Heather Curtis asked about the two charter schools closing. Chuck described two elementary schools, each with around 300 students.

### 3. Committee Updates

- **Academic Excellence Committee Report (Nayamka Long gave this update with Corey Gordon)**
  - No meeting yet this month, said Corey.
  - Nayamka reported Preliminary MAP data in 3-8 grade:
  - Bright spots: 4<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> grade – over 50% meeting growth goals
  - CMI has offered after school tutoring this school year – have not analyzed correlations yet but that is upcoming step

- Anecdotally, many of the middle school students wanted to take it again, to try and do better. The students are very interested in improving their scores.
  - DC CAPE testing: 3<sup>rd</sup> and 4<sup>th</sup> almost done, then 5<sup>th</sup> and 8<sup>th</sup> grade start testing tomorrow.
  - Visits from 2 schools: opportunity to collaborate and learn from them. Both of the schools are newer, and the CMI team worked with them on problem solving. Exciting partnerships.
  - By May 23, all of the testing will be done.
- **Finance Committee (Craig Bednarovsky)**
    - Craig reported out about the most recent month close, IRS Form 990, laddered treasuries 3-4%, enrollment update.
    - Trying to build up days of cash as a hedge because of city budget uncertainties.
    - CMI is expecting higher supplemental payments for students
    - Craig discussed that enrollment peaked last year around mid to late June.
    - He also described that it is clear that every charter school is struggling with enrollment this upcoming year.
    - Craig reported that he and his team are developing a conservative budget for SFY 2025-2026
    - Timeline: On June 25, the budget is due to PCSB.
- **Governance Committee Report (Holly Oliver and Kelly Carroll)**
    - The Committee met last week to discuss a few different items
      - Slate of Board members for upcoming year
      - Ebony will be reaching out to existing Board members re skill sets and Board tenure
      - Retreat date near end of summer
      - Hoping to add more Board members for next school year; we will be looking to add parent members and have open application process
      - At the June meeting, we will re-up terms and hold an officer vote.
- **Ad Hoc Search Committee (Corey Gordon and Holly Oliver):**
    - Have posted job description, have already received a lot of resumes, position is open until May 23.
    - Board intends to make an announcement by July 1.
    - Staff survey to go out tomorrow
    - Family survey to go out soon as well
    - These are anonymous surveys that will come only to the Board.

**Motion: Accept Committee Reports.** (Motion by Corey Gordon and second by Holly Oliver). Board voted unanimously to approve committee reports.

#### 4. Community Comments

- Ms. Burrows (staff) asked whether the results of the staff surveys be shared with the school community before a decision is made, and whether the results of the survey will inform the selection criteria. Corey Gordon reported that the Board intends to share the



aggregate feedback from the survey with the school community, and she also described that we anticipate conducting a deeper dive survey this Fall.

- Email for providing feedback to the ad hoc search committee:  
EDSearch@creativemindsinternational.org
- Ms. Burrows also asked about how the Board is planning to re-engage families and staff who have voiced some concerns this year?
  - Chair Lisa Raymond responded that the survey input will be critical and that the Board is looking at other opportunities to engage the staff
  - Holly Oliver also noted that the Board members are open to meeting with the school community when we visit.
- Ms. Burrows also suggested that the Board host structured listening sessions with the staff.

#### **5. Executive Session (Closed)**

- At 7:03 pm, Lisa Raymond read the reason for meeting closure for executive session: To discuss the employment, appointment, or resignation of public charter school personnel.

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

#### **EXECUTIVE SESSION**

- Motion: Adjourn Executive Session. (Motion by Lisa Raymond and second by Michael Curran). Kelly Carroll called the roll. Motion passed unanimously.
- Adjourned at 7:43 pm.

#### **6. Closing Items**

- There being no further public business to be transacted, the Board meeting was adjourned at 7:44 pm.
- The next Board meeting is June 16, 2025.

Respectfully Submitted,  
Kelly Carroll, Secretary



## **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 May 1, 2025. The meeting was called to order at 5:04 PM.

The following Board Members participated: Neal Brown, Kelly Carroll, Michael Curran, Art Fields, Corey Gordon, Ebony Jackson, Holly Oliver, Sandi Soderstrom, and Lisa Raymond.

### **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 5:04 PM and provided opening remarks.

### **2. Community Comments**

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

### **3. Executive Session (Closed)**

- At 5:05 PM, Lisa Raymond read the reason for meeting closure for executive session (discussion of employment/contracts with school personnel), and the Board moved into Executive Session.
- Art Fields moved and Neal Brown seconded to adjourn executive session. Roll call vote was unanimous.
- The Executive Session adjourned at 6:08 PM.

### **4. Closing Items**

- There being no further public business to be transacted, the meeting was adjourned at 6:09 PM.

Respectfully Submitted,  
Kelly Carroll, Secretary



## **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