

APPROVED



# Washington Latin

## Minutes

### Board Meeting

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#### **Date and Time**

Thursday September 3, 2020 at 6:00 PM

#### **Location**

<https://tinyurl.com/WLPCS-Board-SY2021>

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#### **Directors Present**

A. Graham (remote), B. Caldwell (remote), C. McGurn (remote), C. Wilkinson (remote), H. Rawlings (remote), K. Merritt (remote), L. Ballenger (remote), L. Rucker (remote), P. Mara (remote), R. Dalal (remote), T. Morgan (remote)

#### **Directors Absent**

A. Dean-Lovett, K. Osagie

#### **Guests Present**

C. Gifford (remote), D. Smith (remote), Dana Packett (remote), J. Kelly (remote), K. Cromwell (remote), P. Anderson (remote), T. Porter (remote), Y. Tse (remote)

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### **I. Opening Items**

**A. Record Attendance**

**B. Call the Meeting to Order**

C. Wilkinson called a meeting of the board of directors of Washington Latin to order on Thursday Sep 3, 2020 at 6:03 PM.

### **C. Approve Minutes/Review Consent Agenda**

C. Wilkinson made a motion to approve the minutes from July Board Meeting.

B. Caldwell seconded the motion.

The board **VOTED** to approve the motion.

## **II. Training Session**

### **A. Transparency Legislation and Implications for Charter Schools**

Implications of the 2020 Budget Act

- Goes into effect October 1, 2020
- minutes must be posted within 30 business days
- Minutes must be recorded within 7 days or detailed minutes must be posted

Compliance with Open Meetings Act

- Governing bodies of public charter schools are subject to the act
- Meeting = quorum of the board together, social events are exceptions, does not include email meetings or subcommittee meetings

Meetings can be closed:

- Student issues where they could be personally identified
- DCPCSB evaluation in a Board meeting

If meetings are remote must make a reasonable effort to ensure that public is aware and can access

- Notices are required and must be posted electronically and in hard copy in various locations, and include date, time, location, agenda and if there is a planned closed session

Open and closed meetings must be recorded and preserved for at least 5 years

Must include draft and final meeting agendas

Meetings if cancelled should be cancelled at least 48 hours in advance

Must notify the public at the same time as the Board if there is an emergency meeting

School Transparency Plans

- requires all charter schools to post specific plans and documents on the website

#### OMA Compliance

- Board training before October 1st
- Will need to be taken on by a committee
- Would need to update our Board manual

#### Big Takeaways:

- Publicize when and where meetings will take place
- Provide agenda ahead of time
- Hold meetings in a publicly accessible space
- Make a record available of the meeting

There are some additional next steps including submitting a new calendar, updating the board manual, selecting a consistent note-taker

### III. Finance Issues

#### A. Funding Principles

- Funding Principles (compare with 2016 Latin Reserve Memo)
- Board Operating Reserve
- Equivalent to three months of the Latin A operating expense
- Questions: the reserve would support the LEA as a whole, not be split among Latin A and Latin B
- Latin A and Latin B would have different instructional leaders and teams, but one back office (recruitment, finance, etc.)
- Discussion of Latin Pride funding and fundraising for Latin B - how independent would fundraising for the two schools be?

Motion to approve top up the reserves, not to approve the funding related to Latin Pride and fundraising

H. Rawlings made a motion to Approve the topping off the operational reserves.

B. Caldwell seconded the motion.

The board **VOTED** to approve the motion.

#### B. Board Resolution on Costs Related to Latin B

- Discussion of which wards to include in the resolution
- Decision to leave out wards 1 and 3 out of the resolution

C. Wilkinson made a motion to Approve the resolution with the amendment to include wards 2, 4, 5, 6, 7, and 8, and leave out wards 1 and 3.

T. Morgan seconded the motion.  
The board **VOTED** to approve the motion.

#### **IV. Updates**

##### **A. Beginning of the school year**

- Diana Smith updated the Board on the beginning of the year
- School is currently 100% remote learning
- Silver linings: school culture has held, teachers exploring new pedagogies, and seniors have new and developmentally appropriate flexibility
- We continue to work hard to make sure we have done 1:1 computers
- Increasing Internet access and speed of those families that need it
- We do have three classes that are being conducted onsite - choir, band, and chemistry

##### **B. Status of At-Risk Legislation**

- Bill is slated for mark up at end of September
- Hopeful it will pass

##### **C. Personnel Updates**

- Director of Development candidates are being interviewed
- Two of these are being reviewed now
- Aspiring Leaders Program has launched with two fellows
- Three resident interns from NYU are teaching with us
- Two alums are doing counseling internships this year

##### **D. Growth Update**

- Continued work to find a property for a second campus.
- Hoping to have progress in the next month.

#### **V. Other Board Business**

##### **A. Board Committees**

Academic Excellence

Chair: Alyse

Audit

Chair: Patrick

Development

Chair: Barry

Facilities

Chair: Laurie

Finance

Chair: Tim

Governance

Chair: Ken

**B. Work for the Board to Address This Year**

Board Work This Year

- Charter renewal - March for another hearing, April for another vote
- 15th year anniversary
- compensation study
- Transparency
- DEI
- Growth
- Monitoring learning during COVID

**C. Board Calendar**

Calendar has been sent out

Meeting may need to be added before November Board Retreat

**VI. Board Candidates**

**A. Current Candidates and Next Steps**

Recruitment update

- Alyse passing baton to Ken
- Looking at pipeline of candidates and deciding on next steps
- Ken will follow up with the Governance committee and the Board
- Board may need to have a meeting in October to approve new members

**VII. Beginning of the Year Paperwork**

**A. Contact Information-Code of Ethics-Conflict of Interest Form-Board Commitment Form**

Three separate documents to sign

Must be signed and scanned and sent to Caitlin or can be set up in DocuSign

## **VIII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:15 PM.

Respectfully Submitted,  
C. McGurn