APPROVED

Washington Latin

Minutes

Monthly Board of Governors Meeting

May Board Meeting

Date and Time
Thursday May 5, 2022 at 6:00 PM

Directors Present
A. Graham (remote), B. Caldwell (remote), B. Williams-Kief (remote), C. McFadgion (remote), C. McGurn (remote), C. Wilkinson (remote), E. Paisner (remote), H. Rawlings (remote), K. Merritt (remote), L. Ballenger (remote), L. Rucker (remote), P. Mara (remote), T. Morgan (remote)

Directors Absent
K. Osagie, N. McCoy

Guests Present
C. Davis (remote), C. Gifford (remote), J. Kearney Shanahan (remote), J. Kelly (remote), K. Cromwell (remote), P. Anderson (remote), Y. Tse (remote), t. test (remote)

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 May 5, 2022 at 6:00 PM.

C. Approve Minutes

C. McGurn made a motion to approve the minutes from April 7, 2022 Monthly Board of Governors Meeting on 04-07-22.
H. Rawlings seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
T. Morgan	Aye
N. McCoy	Absent
E. Paisner	Absent
K. Merritt	Aye
B. Williams-Kief	Aye
C. Wilkinson	Aye
L. Ballenger	Aye
H. Rawlings	Aye
P. Mara	Aye
C. McGurn	Aye
C. McFadgion	Aye
L. Rucker	Aye
B. Caldwell	Aye
A. Graham	Aye
K. Osagie	Absent

II. HOS Report and School Update

A. Update on what is happening at the school right now

- Due to rising COVID cases, we have reinstated our indoor mask mandate.
- Over 55 cases in the last 2 weeks.

Enrollment Update

- 98 students fully enrolled for Cooper Campus
- 5 through Equitable Access Preference in 5th grade
- 3 through Equitable Access Preference for 6th grade

Khashiffa Roberts Update

- Will be able to return in the summer to take the lead as Principal at the Cooper Campus

B. Q&A on written HOS report

- Question on pick up/drop off plan for Cooper Campus
- Question about seniors who are in danger of not graduating
- Question about teacher coverage with rise in COVID cases

C. Succession Planning

- Want feedback from Board members on what is needed in succession planning
- Need to develop an emergency plan as well as a plan for finding a new Head of Schools for the long-term
- Proposed process for filling the vacancy of the Head of Schools role
- Decision to separate into two separate processes: Emergency Contingency Management and Transition and Succession Planning

D. Discussion of LEA Leadership Structure

- Discussion of how we are working to codify "the Latin Way" - what is the "secret sauce" that has created Washington Latin's success and how do we move it forward and keep it alive at 2nd Street and create it at Cooper Campus
- As a part of this work, working with NSG and Transcend to deepen self and social awareness
- Establishing support structures to define and defend the Latin Way
    - Advance our mission
    - enable our respective schools to thrive
- Codify our approaches to hiring, adult development, student discipline, and student well-being
- Strengthen existing and establish new talent pipeline
- The Latin Support Team
    - Sets the tone
    - Models for the rest of the community
    - embody core beliefs and principles
    - needs to be stewards of the mission
    - Deliberately named the support team
        - a team in service of the schools, the faculty, and the students
- Latin Support Team Org Chart
- Timeline of plan as we from now through the summer around the codification of the Latin Way and the building of the Latin Support Team
- Question around HR/Personnel Needs
    - Performance management will stay with the Principals/Chief of Schools
    - Personnel/benefits/HR operational work will stay with the Director of Finance for now in conjunction with their work with EdOps
    - In the future, we will shift to having an LEA-level role that will hold these personnel and HR functions

III. Growth Dashboard

A. Updates

- Brief discussion of Growth Dashboard
- All major areas are on track or holding steady

B. Q&A

IV. Other Committee Reports

A. Finance

Budget for 2022-2023 School Year

- Budgeting assumptions regarding enrollment and development were shared
- Budget highlights for SY 2022-2023
- Our DSCR will remain above the target that we need
- Budget forecasts for 2 and 5 year shared
- PCSB now requiring budget forecasts two years in advance
- Review of Key Performance Indicators
    - we are doing fine in terms of days of cash
    - we are doing fine in terms of our DSCR
    - there is a lag for invoices in terms of our invoiced grants, so it is in the red
    - We are rated Tier I financially and scored 100/11 for FAR
- We have higher than expected revenue because of enrollment
- We have had fewer expenses than expected
- Cash flow is negative because of Cooper Campus buying

T. Morgan made a motion to Approve the budgets for the next two fiscal years.
H. Rawlings seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

P. Mara	Aye
H. Rawlings	Aye
B. Williams-Kief	Aye
L. Ballenger	Aye
E. Paisner	Aye
L. Rucker	Aye
C. McGurn	Aye
T. Morgan	Aye
K. Merritt	Aye
N. McCoy	Absent
C. Wilkinson	Aye
K. Osagie	Absent
C. McFadgion	Aye
A. Graham	Aye

Roll Call

B. Caldwell	Aye

B. Academic Committee

V. Governance

A. Q&A with board candidate

B. Upcoming Election: Officers and Expiring Terms

Governors up for Re-Election for Expiring Terms:

- Alyse Graham
- Barry Caldwell
- Laurie Ballenger

C. Other Governance Notes

L. Ballenger made a motion to Go into Executive Session.
K. Merritt seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

L. Rucker	Aye
E. Paisner	Aye
L. Ballenger	Aye
B. Caldwell	Aye
A. Graham	Aye
K. Merritt	Aye
C. Wilkinson	Aye
C. McFadgion	Aye
B. Williams-Kief	Aye
T. Morgan	Aye
K. Osagie	Absent
N. McCoy	Absent
P. Mara	Aye
H. Rawlings	Aye
C. McGurn	Aye

VI. Executive Session

A. Latest on Facilities

Discussion of ongoing real estate negotiations and affordability analyses for a long-term property for Cooper Campus
L. Ballenger made a motion to Leave Executive Session.

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

Roll Call

K. Osagie	Absent
L. Rucker	Aye
P. Mara	Aye
B. Williams-Kief	Aye
E. Paisner	Aye
L. Ballenger	Aye
C. Wilkinson	Aye
N. McCoy	Absent
A. Graham	Aye
C. McFadgion	Aye
B. Caldwell	Aye
T. Morgan	Aye
H. Rawlings	Aye
K. Merritt	Aye
C. McGurn	Aye

C. Wilkinson made a motion to Approve Josiah Osgood as a member of the Board of Governors.
K. Merritt seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

N. McCoy	Absent
C. Wilkinson	Aye
K. Merritt	Aye
L. Rucker	Aye
P. Mara	Aye
L. Ballenger	Aye
K. Osagie	Absent
E. Paisner	Aye
T. Morgan	Aye
A. Graham	Aye
C. McGurn	Aye
C. McFadgion	Aye
B. Caldwell	Aye
H. Rawlings	Aye
B. Williams-Kief	Aye

VII. 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 7:52 PM.

Respectfully Submitted,
C. Wilkinson

This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov