

APPROVED



# Washington Latin

## Minutes

### Monthly Board of Governors Meeting

October Meeting

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#### Date and Time

Thursday October 6, 2022 at 6:00 PM

#### Location

711 Edgewood Street NE  
Washington DC 20017

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#### Directors Present

A. Graham, B. Caldwell (remote), B. Williams-Kief, C. McFadgion (remote), E. Paisner, F. Perera, J. Osgood (remote), K. Merritt, L. Ballenger, L. Rucker, P. Jayachandran (remote)

#### Directors Absent

C. Wilkinson

#### Guests Present

C. Gifford (remote), Fab, K. Roberts, Mayank Palod (remote), P. Anderson, T. Porter

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#### I. Opening Items

##### A. Dinner is served outside the conference room

There were some delays in food delivery. As such, dinner was available a little later than scheduled.

**B. Record Attendance**

**C. Call the Meeting to Order**

K. Merritt called a meeting of the board of directors of Washington Latin to order on Thursday Oct 6, 2022 at 6:35 PM.

**II. Leadership Update (Part 1)**

**A. Cooper Campus Updates**

Khashiffa Roberts, the principal of the new Washington Latin PCS: Anna Julia Cooper Campus welcomed board meeting attendees to her school and gave a brief update about how things are going.

**III. Opening Items (Part 2)**

**A. Approve Minutes**

K. Merritt made a motion to approve the minutes from Monthly Board of Governors Meeting on 08-16-22.

L. Ballenger seconded the motion.

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

**Roll Call**

|                  |         |
|------------------|---------|
| L. Rucker        | Aye     |
| P. Jayachandran  | Aye     |
| B. Williams-Kief | Aye     |
| E. Paisner       | Aye     |
| K. Merritt       | Aye     |
| C. McFadgion     | Aye     |
| A. Graham        | Aye     |
| L. Ballenger     | Aye     |
| J. Osgood        | Aye     |
| C. Wilkinson     | Absent  |
| B. Caldwell      | Aye     |
| F. Perera        | Abstain |

**IV. Beginning of the Year Paperwork**

**A. Board contact information**

Board members were asked to provide updated contact information.

**B.**

## **Code of ethics/Conflict of Interest Policy/Board Commitment Form/Board Attestation**

Board members were asked to provide signed copies of the code of ethics, conflict of interest policy, board commitment form, and board attestation form to the board secretary, Brendan Williams-Kief.

### **V. Leadership Update (Part 2)**

#### **A. Head of School Report**

Peter Anderson provided an update about the ribbon cutting, among other items. He also talked briefly about some upcoming events.

### **VI. SY22-23 Goals**

#### **A. Organization-Wide Goals SY22-23**

Peter Anderson shared the SY22-23 LEA goals, including the new approach to goal-setting,

#### **B. School-Level Goals and Academic Plan**

Caroline Gifford shared the school-level goals and facilitated a discussion about a comprehensive academic plan designed to help Washington Latin meet those goals.

B. Williams-Kief made a motion to Accept the school level goals and the comprehensive academic plan to support those goals with the understanding that there will be a more detailed review at the upcoming retreat and through the Academic Committee.

L. Ballenger seconded the motion.

Board members expressed a desire to follow up on these goals.

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

#### **Roll Call**

|                  |         |
|------------------|---------|
| C. Wilkinson     | Absent  |
| E. Paisner       | Aye     |
| C. McFadgion     | Aye     |
| A. Graham        | Aye     |
| L. Ballenger     | Aye     |
| L. Rucker        | Aye     |
| B. Caldwell      | Absent  |
| K. Merritt       | Aye     |
| P. Jayachandran  | Aye     |
| B. Williams-Kief | Aye     |
| F. Perera        | Abstain |
| J. Osgood        | Aye     |

### **VII. Governance**

#### **A.**

### **Q&A with board candidate**

Lisa Rucker introduced the new board candidate, Fabiana Perera. She had an opportunity to speak about her background and her interest in board service. She responded to questions,

## **VIII. Finance**

### **A. Update on SY21-22 Year-End Financials**

Peter Anderson reviewed the SY21-22 year-end financials and provided a quick update on the ongoing audit (being conducted by a new auditing firm).

### **B. Salaries vs. Budget**

Peter Anderson talked about the status of salaries vs. budget year-to-date, including salaries put in reserve for vacant positions.

Liz Paisner talked about the ways that Ed Ops has been providing support in the absence of a F/T CFO.

### **C. Contracts over \$25K**

Peter Anderson quickly reviewed the contracts over \$25K from the previous year, including some that are in effect for SY22-23.

## **IX. Quick committee updates**

### **A. Audit Committee**

Ken Merritt gave a quick update on audit committee work year-to-date.

## **X. Facilities**

### **A. Update on latest with real estate project**

Tom Porter provided an update on the status of the real estate project.

## **XI. Closing Items**

### **A. Adjourn Meeting**

L. Ballenger made a motion to Adjourn.

J. Osgood seconded the motion.

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

#### **Roll Call**

C. Wilkinson      Absent

L. Rucker          Aye

**Roll Call**

|                  |         |
|------------------|---------|
| B. Williams-Kief | Aye     |
| A. Graham        | Aye     |
| E. Paisner       | Aye     |
| P. Jayachandran  | Aye     |
| B. Caldwell      | Absent  |
| K. Merritt       | Aye     |
| J. Osgood        | Aye     |
| F. Perera        | Abstain |
| L. Ballenger     | Aye     |
| C. McFadgion     | Aye     |

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:03 PM.

Respectfully Submitted,  
P. Anderson