



Howard University Public Charter Middle School

Quarter 1 Board of Directors Meeting

Published on October 14, 2026 at 2:52 PM EDT

Date and Time

Wednesday October 14, 2026 at 6:00 PM EDT

The Howard University Public Charter Middle School of Mathematics and Science will conduct its quarterly board meeting virtually via Zoom. This is a public meeting as per **The District of Columbia Open Meetings Act**.

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
A. Record Attendance			1 m
B. Call the Meeting to Order			
C. Approve Minutes	Approve Minutes		1 m
II. Welcome from the Chairman			
III. Finance			6:02 PM
A. Current Financial Status	Discuss	Sarah Brown	

	Purpose	Presenter	Time
B. Audit Status Update on the audit	FYI	Wendy Pace-Lewis	10 m
IV. Development			6:12 PM
A. Development Committee Update	Discuss	Larry Smith	10 m
V. Governance			6:22 PM
A. DC Council Board Training Requirement	Discuss	Wendell Johns	10 m
VI. State of the School			6:32 PM
A. Overview of the School program	Discuss	Kathryn Procope	15 m
VII. Closing Items			6:47 PM
A. Adjourn Meeting	Vote		

Coversheet

Approve Minutes

Section:	I. Opening Items
Item:	C. Approve Minutes
Purpose:	Approve Minutes
Submitted by:	
Related Material:	2026_06_24_board_meeting_minutes.pdf



Howard University Public Charter Middle School

Minutes

2025-2026 Q4 Board Meeting

Date and Time

Wednesday June 24, 2026 at 6:00 PM

The Howard University Public Charter Middle School of Mathematics and Science will conduct its quarterly board meeting virtually via Zoom. This is a public meeting as per **The District of Columbia Open Meetings Act**.

Directors Present

B. Stokes (remote), C. Campbell (remote), C. Riggs Mosley (remote), L. Smith (remote), T. Sykes (remote), W. Johns (remote), W. Pace-Lewis (remote)

Directors Absent

B. DeBreaux-Watts, D. Niec-Williams, N. Motley

Guests Present

K. Procope, Sarah Brown (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

W. Johns called a meeting of the board of directors of Howard University Public Charter Middle School to order on Wednesday Jun 24, 2026 at 6:04 PM.

C. Approve Minutes

W. Pace-Lewis made a motion to approve the minutes from Q3 Board Meeting 2025-2026 Q3 Board Meeting on 03-18-26.

C. Campbell seconded the motion.

No discussion

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

II. Finance Committee Report

A. Review of the 2026-2027 Budget

Wendy P. reviewed the detailed budget and asked the board if they had any questions. The board received the budget and submitted its questions, which were answered.

C. Riggs Mosley made a motion to Approve the 2026-2027 Budget.

L. Smith seconded the motion.

Sarah B. from Ed-Ops provided an overview of how we completed the budget this year.

Wendy P discussed the Finance Committee review of the budget.

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

Sarah provided a review of the current financial position. The school continues to be in a strong cash position. Revenue is higher due to receiving grants. Growth margin is increasing. Grant reimbursements are being submitted. Our FAR score was 90% based on the DCPCSB, and we look strong as we close out the school year.

We are preparing for the audit in the summer. End-of-year financials will be provided. We plan to complete the audit reports before Thanksgiving so we can submit them to the DCPCSB by December 9th.

B. Facilities Review

The DC City Council is reviewing the facilities funding that charter schools receive. The DC Charter School Alliance requested facility costs for the past 10 years. We are unsure what the results will be.

III. Facility Update

A. Current State of the Miner Building

Dr. Procope shared that scaffolding is up in front of the building to facilitate brick repairs. There are other repairs that are ongoing, and MCN, the contractor, will turn the building over to HU on July 1.

IV. State of the School Report

A.

Review of the School Program

Dr. Procope reviewed the state of the school, which included the following:

1. Current enrollment, 8th-grade promotion
2. NWEA MAP Assessment success over grade levels
3. Academic progress HIT Tutoring, HU collaboration with student teachers
4. HU Collaboration - School of Social Work, School of Chemical Engineering
5. Highlights: CLSD Grant, Math Acceleration Grant

V. Governance

A. Revised Mission

The school's mission needs to be revised to reflect the IB Objectives and goals. A version of the revised mission has been distributed to the board. The board will vote on the revision at the 1st quarter 2026-2027 board meeting.

VI. Other Business

A. Board Member Donations

Wendy reminded the board members that if they have not made the annual donations, they should do so before the fiscal year ends next week. K. Procope was asked to send the donation link out to the board. We want to have 100% of our board contributing to the organization.

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 7:10 PM.

Respectfully Submitted,
K. Procope

Coversheet

Current Financial Status

Section:	III. Finance
Item:	A. Current Financial Status
Purpose:	Discuss
Submitted by:	
Related Material:	HUMS^2 - Monthly Presentation - August 2026.pptx



FYE26 Summary and August 2026 Financials

PREPARED OCT'26 BY

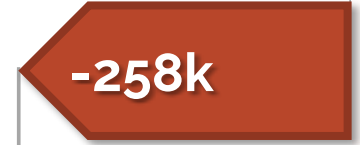
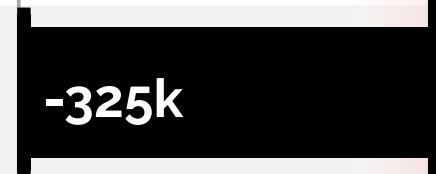
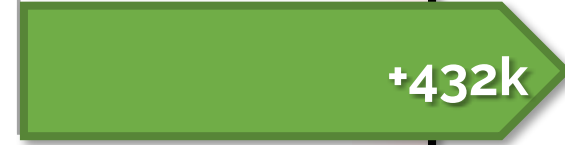
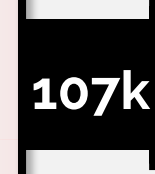


- **Executive Summary**
- **FY26 Budget to Actuals Comparison**
- **End of Year Cash – 6/30/26**
- **Forecast overview – FY27**
- **Cash Forecast**
- **Key Performance Indicators**
- **Local Revenue**
- **Appendix**

Executive Summary

- We ended FY26 with a deficit of \$121k but a positive change in cash of \$395k, with a cash balance of \$5.3M. The Howard donation is not included
- We are forecasting an FY27 net income of \$117k, \$31k better than budget
 - Our revenue is trending higher than budget due to the per-pupil funding increase being 3.8% instead of our budgeted 2.55%
 - Expenses overall are trending higher than budget due to high contracted building services (security and janitorial services). This is being partly offset by savings from vacant staff positions that will not be filled this year
- We are forecasting a +\$336k change in cash bringing our projected days of cash to 197 days at year's end or \$5.6M

FY26 Budget to Actuals Comparison

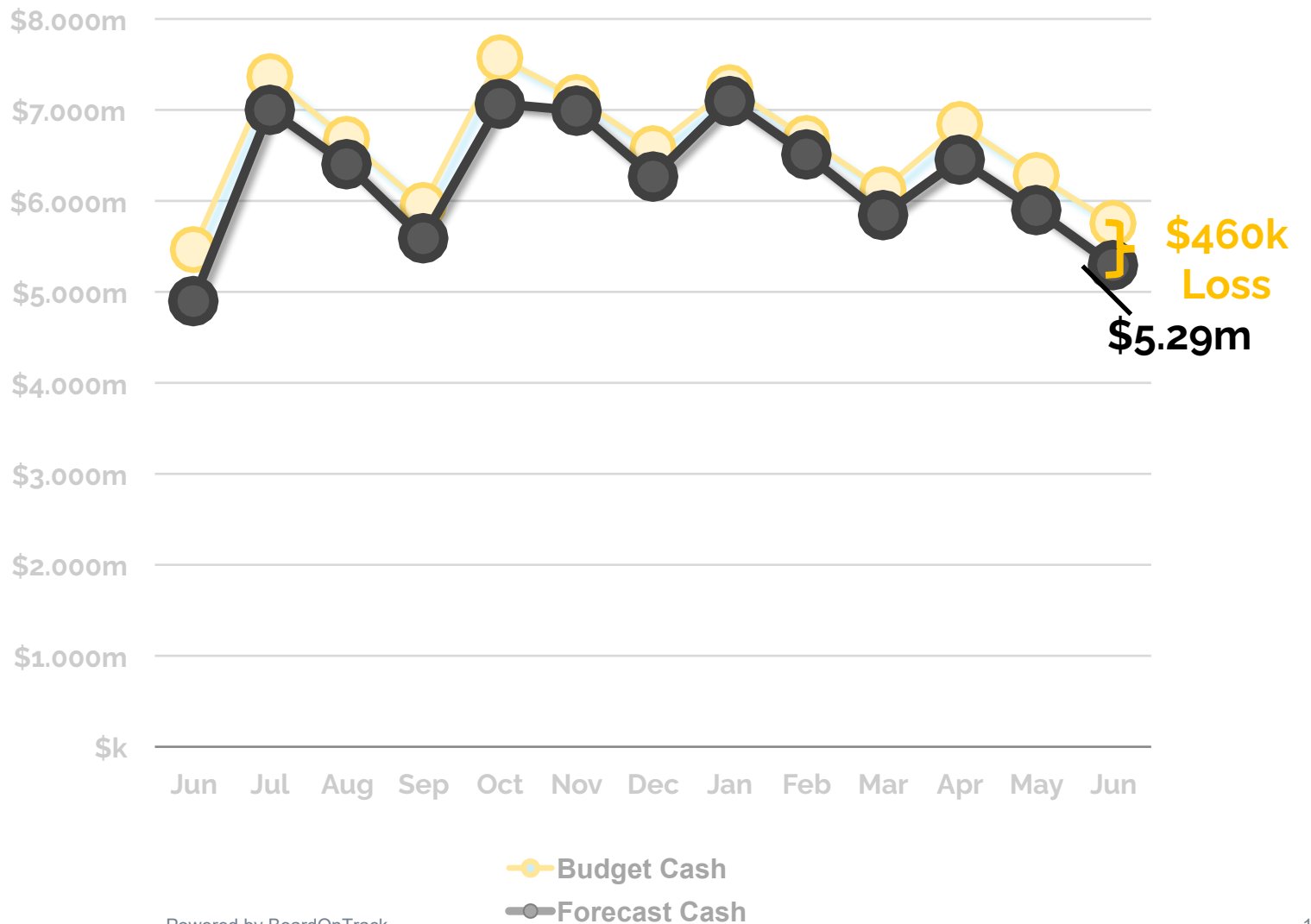
	Actuals	Budget	Variance	Variance Graphic	Comments
Revenue	\$9.8m	\$9.8m	-\$67k	 -67k	Higher local and federal grant revenue and per pupil revenue. Offset by Howard not providing their \$500k donation or a confirmation. If we receive this before the audit is final, we can add the \$500k back in as in past years
Expenses	\$9.9m	\$9.6m	-\$258k	 -258k	Largely due to much higher than budgeted computer support costs and higher than budgeted rent (offset by in-kind revenue)
Net Income	-\$121k	\$204k	-\$325k	 -325k	
Cash Flow Adjustments	\$516k	\$84k	\$432k	 +432k	Due to year over year changes in payables and receivables which could be impacted if we get a letter of intent for Howard's donation (this would reduce the adjustments)
Change in Cash	\$395k	\$288k	\$107k	 107k	

End of Year Cash Actuals – 6/30/26

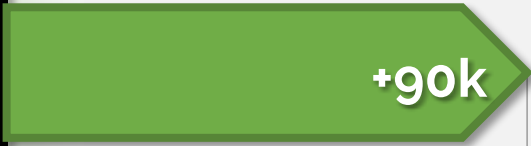
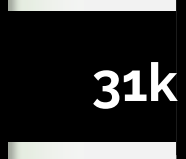
200 Days of Cash at year's end

HUMS^2 ended the year with a cash balance of **\$5.3m**, **\$460k** below budget.

The loss is due to our starting cash balance being lower than budgeted. Our change in cash for FY26 is +\$395k.



Forecast Overview – FY27

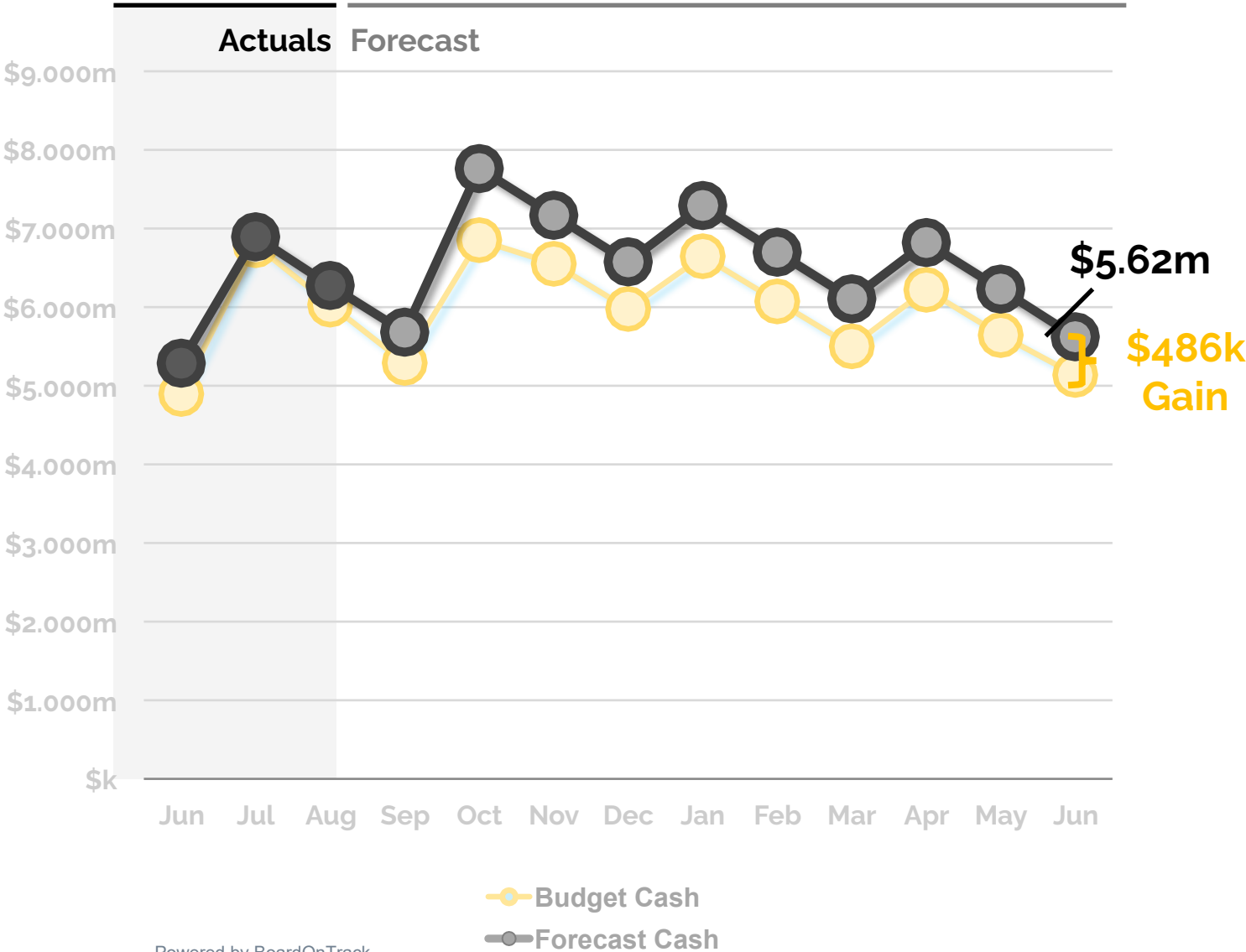
	Forecast	Budget	Variance	Variance Graphic	Comments
Revenue	\$10.8m	\$10.7m	\$90k		Due to higher per pupil funding increase (3.8%) than budgeted (2.55%)
Expenses	\$10.7m	\$10.6m	-\$59k		Higher than budgeted contracted building service costs, partly offset by lower staffing costs due to removal of several budgeted positions
Net Income	\$117k	\$86k	\$31k		
Cash Flow Adjustments	\$219k	\$156k	\$63k		Positive cash flow adjustments due to higher depreciation than budgeted and current projection for higher salary accrual than FY26 at year's end
Change in Cash	\$336k	\$242k	\$94k		

Cash Forecast as of 6/30/27

197 Days of Cash at year's end

We forecast the school's year ending cash balance as **\$5.6m**, **\$486k** above budget.

Gain is partially due to ending FY26 with a higher cash balance than included in the budget. We are also currently forecasting a +\$336k change in cash at year's end.

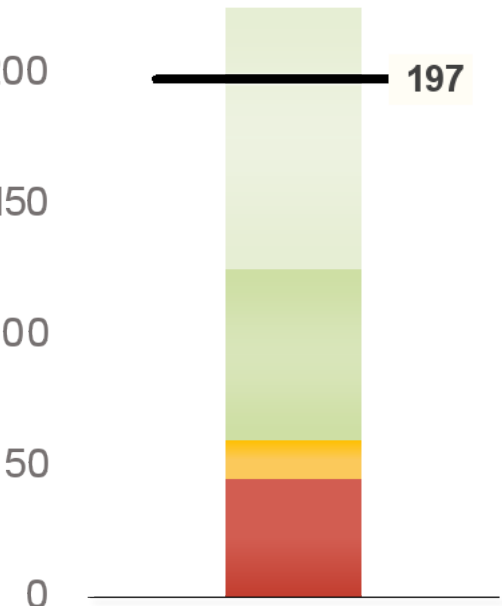


Key Performance Indicators



Days of Cash

Cash balance at year-end divided by average daily expenses

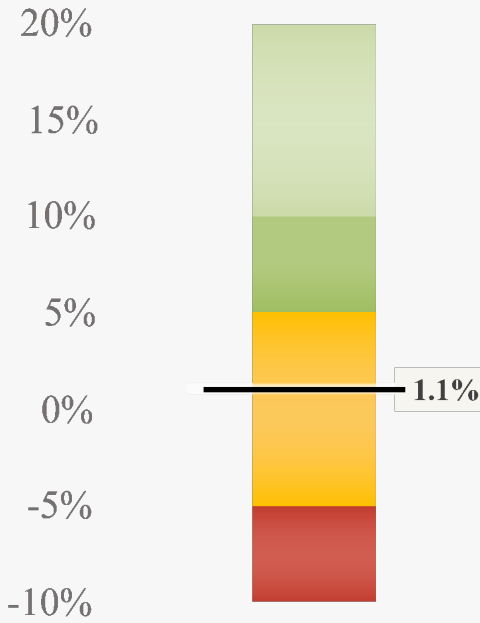


197 DAYS OF CASH AT YEAR'S END

The school will end the year with 197 days of cash. This is above the recommended 60 days.

Gross Margin

Revenue less expenses, divided by revenue

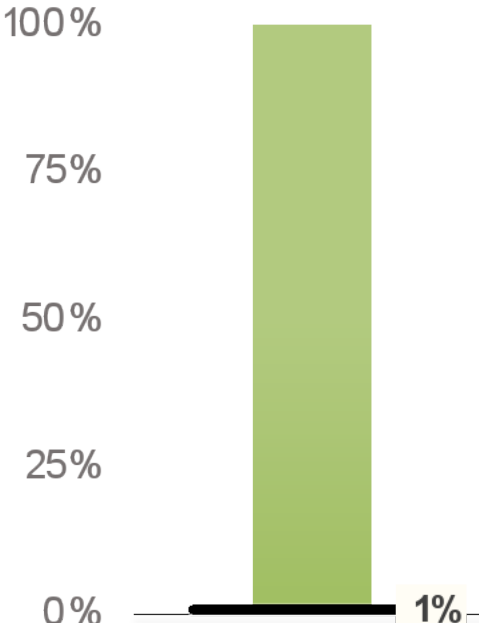


1.1% GROSS MARGIN

The forecasted net income is \$117k, which is \$31k above the budget. It yields a 1.1% gross margin.

Grants Invoiced

Federal grants requested divided by federal grants awarded.

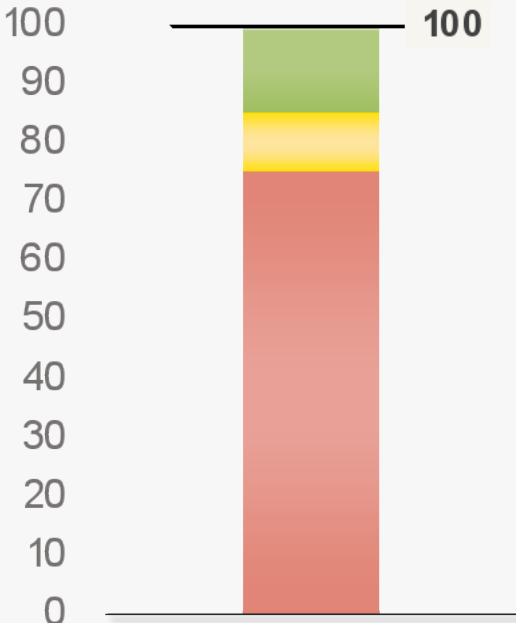


1% GRANTS INVOICED

IDEA and ESEA (Title) applications were recently submitted, SOAR application due next month. Draw downs will occur once applications are approved.

Forecasted FAR

Forecasted calculation of PCSB's Financial Audit Review (FAR) at year-end



FORECASTED FAR SCORE: 100

The Financial Audit Review (FAR) is the PCSB's annual evaluation of the school's financial and operational position.

	<i>Actual</i>	<i>Budget</i>	<i>Variance</i>	<i>Forecast</i>	<i>Budget</i>	<i>Variance</i>	<i>Remaining</i>	<i>Rem %</i>
Revenue								
Per-Pupil Funding Revenue	1,260,647	1,305,150	(44,503)	7,679,926	7,598,807	81,120	6,419,280	84%
Other Local Revenue	8,000	71	7,929	42,245	42,245	0	34,245	81%
Federal Revenue	-	3,265	(3,265)	1,112,309	1,112,769	(460)	1,112,309	100%
Private Grants and Donations	52,987	108,358	(55,371)	650,146	650,146	0	597,159	92%
Earned Fees	24,067	23,906	161	188,291	187,991	300	164,224	87%
Donated Revenue	186,333	184,820	1,514	1,118,000	1,108,918	9,082	931,667	83%
Rental Income	-	-	-	-	-	-	-	
Total Revenue	1,532,034	1,625,569	(93,535)	10,790,918	10,700,876	90,042	9,258,884	①
Expenses								
Salaries	606,209	692,242	86,032	5,158,026	5,253,589	95,563	4,551,817	88%
Benefits and Taxes	298,202	257,269	(40,933)	1,535,950	1,543,615	7,665	1,237,748	81%
Staff-Related Costs	24,785	17,098	(7,687)	78,016	78,016	(0)	53,231	68%
Rent	187,109	181,688	(5,421)	1,122,776	1,112,762	(10,014)	935,666	83%
Occupancy Service	94,923	51,607	(43,316)	429,643	309,643	(120,000)	334,720	78%
Direct Student Expense	118,556	125,781	7,225	682,138	682,138	(0)	563,582	83%
Office & Business Expense	283,820	217,399	(66,421)	1,391,745	1,390,677	(1,068)	1,107,925	80%
Interest	1,049	-	(1,049)	5,775	-	(5,775)	4,725	82%
Depreciation and Amortization	47,315	40,801	(6,514)	270,212	244,806	(25,406)	222,897	82%
Total Expenses	1,661,969	1,583,885	(78,084)	10,674,282	10,615,247	(59,035)	9,012,313	②
Net Income	(129,935)	41,684	(171,619)	116,636	85,629	31,007	246,572	③
Cash Flow Adjustments	1,117,312	1,094,895	22,417	218,913	156,217	62,697	(898,399)	④
Change in Cash	987,377	1,136,579	(149,202)	335,550	241,846	93,704	(651,828)	⑤

① REVENUE: \$90K AHEAD

② EXPENSES: \$59K BEHIND

③ NET INCOME: \$31K ahead

④ CASH ADJ:\$63K AHEAD

⑤ NET CHANGE IN CASH:
\$94K AHEAD

Income Statement	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Revenue													
Per-Pupil Funding Revenue	630,323	630,323	641,928	641,928	641,928	641,928	641,928	641,928	641,928	641,928	641,928	641,928	7,679,926
Other Local Revenue	8,000	0	3,425	3,425	3,425	3,425	3,425	3,425	3,425	3,425	3,425	3,425	42,245
Federal Revenue	0	0	111,231	111,231	111,231	111,231	111,231	111,231	111,231	111,231	111,231	111,231	1,112,309
Private Grants and Donations	51,069	1,918	59,716	59,716	59,716	59,716	59,716	59,716	59,716	59,716	59,716	59,716	650,146
Earned Fees	11,025	13,041	16,422	16,422	16,422	16,422	16,422	16,422	16,422	16,422	16,422	16,422	188,291
Donated Revenue	93,167	93,167	93,167	93,167	93,167	93,167	93,167	93,167	93,167	93,167	93,167	93,167	1,118,000
Total Revenue	793,584	738,449	925,888	925,888	925,888	925,888	925,888	925,888	925,888	925,888	925,888	925,888	10,790,918
Expenses													
Salaries	219,868	386,341	429,385	429,385	429,385	429,385	429,385	429,385	429,385	429,385	429,385	687,348	5,158,026
Benefits and Taxes	171,304	126,898	121,608	121,608	121,608	121,608	121,608	121,608	121,608	121,608	121,608	143,277	1,535,950
Staff-Related Costs	8,831	15,954	5,323	5,323	5,323	5,323	5,323	5,323	5,323	5,323	5,323	5,323	78,016
Rent	93,555	93,555	93,567	93,567	93,567	93,567	93,567	93,567	93,567	93,567	93,567	93,567	1,122,776
Occupancy Service	43,369	51,554	33,472	33,472	33,472	33,472	33,472	33,472	33,472	33,472	33,472	33,472	429,643
Direct Student Expense	70,221	48,335	56,358	56,358	56,358	56,358	56,358	56,358	56,358	56,358	56,358	56,358	682,138
Office & Business Expense	160,984	122,836	110,793	110,793	110,793	110,793	110,793	110,793	110,793	110,793	110,793	110,793	1,391,745
Interest	530	519	473	473	473	473	473	473	473	473	473	473	5,775
Depreciation and Amortization	24,167	23,148	22,290	22,290	22,290	22,290	22,290	22,290	22,290	22,290	22,290	22,290	270,212
Total Ordinary Expenses	792,829	869,140	873,268	873,268	873,268	873,268	873,268	873,268	873,268	873,268	873,268	1,152,899	10,674,282
Total Expenses	792,829	869,140	873,268	873,268	873,268	873,268	873,268	873,268	873,268	873,268	873,268	1,152,899	10,674,282
Net Income	756	-130,691	52,620	52,620	52,620	52,620	52,620	52,620	52,620	52,620	52,620	-227,011	116,636
Cash Flow Adjustments	1,606,487	-489,175	-646,065	2,028,053	-646,065	-646,065	664,201	-646,065	-646,065	664,201	-646,065	-378,464	218,913
Change in Cash	1,607,243	-619,866	-593,445	2,080,673	-593,445	-593,445	716,821	-593,445	-593,445	716,821	-593,445	-605,474	335,550
Ending Cash	6,895,738	6,275,873	5,682,428	7,763,101	7,169,656	6,576,211	7,293,033	6,699,588	6,106,143	6,822,964	6,229,519	5,624,045	

	<i>Previous Year End</i>	<i>Current</i>	<i>Year End</i>
Assets			
Current Assets			
Cash	5,288,495	6,275,873	5,624,045
Accounts Receivable	380,161	144,897	380,161
Other Current Assets	86,339	37,336	86,339
Total Current Assets	5,754,995	6,458,105	6,090,545
Noncurrent Assets			
Facilities, Net	38,533	37,953	35,056
Operating Fixed Assets, Net	587,991	567,751	409,529
Total Noncurrent Assets	626,524	605,704	444,585
Total Assets	6,381,519	7,063,809	6,535,129
Liabilities and Equity			
Liabilities			
Current Liabilities			
Accounts Payable	395,060	434,607	395,060
Other Current Liabilities	80,935	1,065,288	81,297
Accrued Salaries and Benefits	211,675	0	267,601
Total Current Liabilities	687,670	1,499,895	743,958
Long-Term Liabilities			
Other Long-Term Liabilities	75,667	75,667	56,352
Total Long-Term Liabilities	75,667	75,667	56,352
Total Liabilities	763,336	1,575,562	800,310
Equity			
Unrestricted Net Assets	5,730,483	5,609,584	5,609,584
Net Income	-120,899	-129,935	116,636
Temporarily Restricted Net Assets	8,599	8,599	8,599
Total Equity	5,618,183	5,488,248	5,734,819
Total Liabilities and Equity	6,381,519	7,063,809	6,535,129
Total Liabilities and Equity	6,381,519	7,063,809	6,535,129

Coversheet

DC Council Board Training Requirement

Section:	V. Governance
Item:	A. DC Council Board Training Requirement
Purpose:	Discuss
Submitted by:	
Related Material:	Preparing Your Charter School Board for Required Trustee Training.pdf Preparing Your Charter School Board for Required Trustee Training.pdf



Kathryn Procope <kprocope@hu-ms2.org>

Preparing Your Charter School Board for Required Trustee Training

1 message

DC Public Charter School <communications@dcpcsb.org>
Reply-To: DC Public Charter School <communications@dcpcsb.org>
To: kprocope@hu-ms2.org

Wed, Sep 30, 2026 at 2:01 PM

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Dear DC Public Charter School Trustees and School Leaders,

Beginning this school year, all DC public charter school trustees must complete governance training under the Board of Trustees Training Amendment Act of 2025. The training is designed to ensure trustees understand their responsibilities and have the knowledge needed to provide strong governance of their school.

Here is what trustees and school leaders need to know.

Who must complete the training?

All DC public charter school trustees must complete an approved governance training.

When must trustees complete the training?

- Trustees serving **on or before December 31, 2026**, must complete the required training **between October 19, 2026, and April 1, 2027**.
- Trustees who join a board **on or after January 1, 2027**, must complete the training **within 90 days** of beginning their service.

What training options will be available?

Based on feedback from school leaders and trustees, DC PCSB is offering several ways to meet the requirement:

1. **Online, self-paced training:** Trustees may complete free asynchronous training developed and led by DC PCSB staff through DC PCSB's learning management system. Additional instructions for accessing the platform will be provided before the training period begins.
2. **Whole-board training:** An LEA may hire one of DC PCSB's 10 eligible external governance trainers to provide training to its board as a group. LEAs are responsible for coordinating directly with and covering the cost of their selected trainer.
3. **In-person sector training:** Trustees may attend sessions hosted jointly by DC PCSB and eligible external governance trainers alongside trustees from across the charter sector. The first session will occur on **Tuesday, November 17 from 8:30 a.m. -12:00 p.m.** Additional dates, locations, registration instructions, and capacity information will be announced through the [Wednesday Bulletin](#) as sessions are scheduled. If you don't receive the weekly Wednesday Bulletin, [subscribe now](#).

Regardless of the format selected, all approved training will cover the standards established in the legislation.

What does each school need to do?

- Confirm that every current trustee is aware of the requirement and applicable deadline.
- Determine whether trustees will complete the DC PCSB online training, participate in an in-person sector session, or receive whole-board training from an eligible external trainer.
- Establish a process for promptly notifying new trustees of the 90-day requirement.
- Maintain accurate trustee contact information so that training instructions and reminders reach the appropriate individuals.
- Monitor completion and follow up with trustees before their deadlines.

If your LEA plans to use an eligible external governance trainer instead of the DC PCSB training, please notify Karlo Silbiger, Governance Specialist, by January 5, 2027. The list of eligible trainers and their contact information is [available here](#).

More information is available in the [Trustee Training Frequently Asked Questions](#).

Thank you for your partnership and for your continued commitment to strong governance and improved outcomes for DC students.

Questions may be directed to Karlo Silbiger, Governance Specialist, Sector Planning and Compliance, at ksilbiger@dcpcsb.org or (202) 328-2761.



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Kathryn Procope <kprocope@hu-ms2.org>

Preparing Your Charter School Board for Required Trustee Training

1 message

DC Public Charter School <communications@dcpcsb.org>
Reply-To: DC Public Charter School <communications@dcpcsb.org>
To: kprocope@hu-ms2.org

Wed, Sep 30, 2026 at 2:01 PM

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- Confirm that every current trustee is aware of the requirement and applicable deadline.
- Determine whether trustees will complete the DC PCSB online training, participate in an in-person sector session, or receive whole-board training from an eligible external trainer.
- Establish a process for promptly notifying new trustees of the 90-day requirement.
- Maintain accurate trustee contact information so that training instructions and reminders reach the appropriate individuals.
- Monitor completion and follow up with trustees before their deadlines.

If your LEA plans to use an eligible external governance trainer instead of the DC PCSB training, please notify Karlo Silbiger, Governance Specialist, by January 5, 2027. The list of eligible trainers and their contact information is [available here](#).

More information is available in the [Trustee Training Frequently Asked Questions](#).

Thank you for your partnership and for your continued commitment to strong governance and improved outcomes for DC students.

Questions may be directed to Karlo Silbiger, Governance Specialist, Sector Planning and Compliance, at ksilbiger@dcpcsb.org or (202) 328-2761.



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Coversheet

Overview of the School program

Section:	VI. State of the School
Item:	A. Overview of the School program
Purpose:	Discuss
Submitted by:	
Related Material:	Q1BoardPresentation2026-2027.pptx

SY 2026-2027 Q1 SCHOOL OVERVIEW

HOWARD UNIVERSITY MIDDLE SCHOOL OF MATHEMATICS AND SCIENCE

ENROLLMENT AND ATTENDANCE

- 6th Grade – 84
- 7th Grade – 86
- 8th Grade – 92
- 58 Students with disabilities – 22% of the student population 4% increase from last school year
- Year to Date In Seat Attendance rate – 90.19%



DC CAPE – Overview

Howard University Public Charter Middle School - Quarter 1 Board of Directors Meeting - Agenda - Wednesday October 14, 2026 at 6:00 PM

Howard Middle School CAPE/PARCC Overview

Group

All Students

Notes: This page only includes students identified as "Counts for Accountability" -- only students who tested at your LEA and meet FAY rules. Although we strive to match business rules, some data may not match perfectly with OSSE accountability results.

Prior to SY2024, the assessment is PARCC. After SY2024, the assessment is CAPE.

SY2025-26 Language Arts

% Level 3+

65%

Previous Year: 61%

% Level 4+

36%

Previous Year: 30%

Growth-to-Proficiency

57

Previous Year: 56

Median Growth Percentile

46

Previous Year: 50

SY2025-26 Mathematics

% Level 3+

42%

Previous Year: 45%

% Level 4+

15%

Previous Year: 14%

Growth-to-Proficiency

34

Previous Year: 52

Median Growth Percentile

46

Previous Year: 54



Key Takeaways

Howard University Public Charter Middle School - Quarter 1 Board of Directors Meeting - Agenda - Wednesday October 14, 2026 at 6:00 PM

Highlights

- 36% of students earned a Level 4+ (Proficient) in Language Arts. This is an **increase** of 6% from 2024-25.
- 15% of students earned a Level 4+ (Proficient) in Mathematics. This is an **increase** of 1% from 2024-25.
- The proportion of students with disabilities earning a Level 4+ in Language Arts **increased** from 5% to 7%.
- 65% of students earned a Level 3+ (Approaching Proficiency) in Language Arts. This is an **increase** of 4% from 2024-25

Areas of Concern

- 42% of students earned a Level 3+ (Approaching Proficiency) in Mathematics. This is a **decrease** of % from 2024-25
- The proportion of Students with Disabilities earning a Level 4+ in mathematics has **dropped** by 5% in mathematics from 2024-25.

ACADEMIC PROGRESS AND COLLABORATION

- High Impact Tutoring grant was continued this year and tutoring began on October 5 focusing on mathematics. Tutors are from the Howard University Mathematics Department
- IB Candidacy
 - Our consultant report was submitted
 - Completing our candidacy application
 - IB Coordinator hired
 - Evaluation Site visit scheduled for May 2027
- Student Teacher from Howard University School of Education
 - 6th Grade Math

UPCOMING EVENTS AND HIGHLIGHTS

- October 8 – DC Alliance Expert School Visit – Restorative Practices
- October 8 – 20 Year Anniversary Reception and Fundraiser
- December 10th – Math and Science Night
- Comprehensive Literacy State Development Grant (\$1,073,990) – Implementing literacy supports for students who are reading below grade level; implementation
- EmpowerK12 Mathematics Acceleration Grant – providing mathematics coaching and curriculum support