

September 22, 2021| 8:30am

via Zoom

Board members present: Lydia Adelfio, Jerenze Campbell, Charlene Fadirepo, Gretchen Guffy, Betsy Hanlon, Kelli Jareaux, Areesah Mobley, Art Moran, Ammena Nazeen, Meghan Quinn, Neville Waters, JD Wilde

Board members absent: Roneal Josephs

CCPCS Staff present: Russ Williams, Kelly Dickens, Clarice Ulu

Agenda

- I. Call to Order
 - II. Chairman's Remarks
 - III. Routine Business
 1. Approval of Minutes
 2. Materials Contract Approvals
 - IV. CEO Update
 1. 2021-22 Start of the School Year
 2. Central Office/Real Estate Update
 3. SY 2021-22 Draft Goals
- BREAK (15 min)
- V. SY 2021-22 Enrollment Discussion with Kelly Dickens
 - VI. Committee Reports
 1. Academic Committee - Gretchen Guffy
 2. Development Committee - Art Moran
 3. Finance Committee - JD Wilde
 4. Governance Committee - Neville Waters
 - VII. Executive Session (this Executive Session will be closed for an employee evaluation)

Betsy Hanlon, Board Chair, called the meeting to order at 8:30 a.m.

Chairman's Remarks

The chairman welcomed everyone to the meeting and informed the board that all will soon gather in-person to celebrate Margaret Horn and Tom O'Hara and their end of board terms.

III. Routine Business

Approval of Minutes

Action Requested: Due to their length, the June 2021 minutes will get re-edited and then shared with the full board for approval.

Approval of Minutes

Action Requested: Approval of Materials Contract for SY21-22 to include:

1. Hertz Office Furniture - to purchase furniture for the campuses
2. Paige Southerland for architectural service
3. Poppin to furnish the new space at 301 N Street, NW

Neville Waters made the motion and Kelli Jareaux seconded the motion
Motion approved unanimously

Resolution to renew Directors terms

Action Requested: Resolution for Director Term Renewal

Resolution to renew JD Wilde for his second 3 year term

Art Moran made the motion and Kelli Jareaux seconded the motion

Motion approved unanimously

Resolution for Officers renewal

Action Requested: Approval of officers for the SY 2021-22.

Betsy Hanlon - Chair

Art Moran - Vice Chair

JD Wilde - Treasurer

Neville Waters - Secretary

Kelli Jareaux made the motion and Gretchen Guffy seconded the motion

Motion approved unanimously

Resolution for board meeting dates

Action Requested: Approval of the SY 22-23 board meeting dates.

JD Wilde made the motion and Betsy Hanlon seconded the motion

Motion approved unanimously

IV. CEO Updates

Russ Williams gave the following update to the board:

SY 2021-22 - The Start of the School Year

Like a lot of schools, we are getting as many folks vaccinated as possible. We are doing all the work needed and necessary to combat COVID-19. We are following the city-wide plan, but there was a lot of confusion and anxiety among our families, but we have been able to sort out a lot of the issues. It creates its own body of work, which is causing the staff to work twice as hard.

Attendance

Our attendance looks different than in years past due to the pandemic. The attendance was really high at the start of the school year because no one receives an absence until they start school. We

are seeing more kids out of school as they need to build back their immune systems after being out of school and away from their friends for about 18-months. We feel pretty good about how we are tracking the data, but would like things to be a little better. The guidance in the city is shifting and life is starting to settle down

HR/Staffing

We currently have a few openings, one critical at Petworth-- a 7th and 8th grade Humanities teacher. There are a few recommendations that we have received. We also have a few Interventionist and IA vacancies to fill. We are pleased that S. Battle will return to us and work as a dedicated aide at Congress Heights.

COVID-19

The data through September 10, shows that we had 18 positive cases. Families have been self-reporting. We currently do 250-300 tests per week. Last week, we had 2-3 positive cases, but none this week. We have not had a cluster of infections at any particular campus.

We have informed our schools that the mayor has mandated for school staff to be vaccinated by November 1. There are still religious and medical exemptions. We are not sure if this will cause us to lose employees. We have not had any discussion with the city on the Pfizer vaccine that's hopefully being approved soon for kids five and up, but those discussions will start soon with The Alliance and LEAs.

Student and Staff Well-Being

We originally wanted to find a new school psychologist via the ESSER Grant, but we have not had any applicants apply. We do have a contract with Psychological Assessment Solutions (PAS) to provide psychological support when needed. They have done work for us in the past for students in crisis. We have hired a Social Worker (Ivonie) and are looking for another one. She does one-to-one therapy, some targeted group work, and she's meeting with the leadership team to ensure students' needs are met.

There is also a Behavioral Interventionist (Felix) who does small group work, one-to-one counseling and coaches younger teachers on classroom culture and management. These are newly created positions coming out of the pandemic. We also have a team of counselors who play a number of different roles in our buildings - school culture, manage the school store, getting the 8th graders ready for high school, etc.

Our Social-Emotional Learning (SEL) allows us to do work on character development (one of our core values) during morning circle time and we have integrated yoga and mindfulness in our

curriculum. We also have a curriculum that we use called Second Step that is taught a little differently in each building. Lastly, we have some peer intervention groups.

Central Office Update/Move

The move is set for November 1, 2021. Our enrollment audit is on November 3. The new address is 301 N Street, NE. We may be off-line for a day or two. We are excited about the move.

Archdiocese of Washington Update (ADW)

Tom O'Hara is confident that we will soon get a meeting scheduled. The main objective is to have the leases extended beyond our current renewal periods and get clarity on whether or not ADW will dispose of the Trinidad parcel. We need to notify ADW on the renewal of the leases under current terms.

ESSER III Grant

We submitted the application for the ESSER III Grant before the deadline. We are waiting to hear back from OSSE with comments. This will add about 2M to our budget. Due to this, we may have to submit a revised budget to the Finance Committee to review and submit to the full board for approval.

Nazo Burgy (grant manager) met with small groups, knowing this grant was coming. Here's where she found the needs:

- Additional Specialists (3) were added to our buildings
- We were able to hire IAs to the second grade classrooms
- Hire up to three Social Workers
- Hired a Behavior Analyst
- Tutoring Services - Book Nook, Experienced Core, Maryland Teacher Tutors. All tutoring solutions will work with up to 24 students per campus.
- Hired nurses
- Increased the AfterSchool budget
- Increased the field trip budgets
- Will expand summer program work with use of a partner
- Provide mindfulness, wellness and fitness classes for teachers/staff
- Train staff in early literacy
- Investing in more math professional development
- Repurchased Lexia for staff use
- Increased PPE supplies
- Made commitment to our staff to have day porters in all of our buildings

ACTION: R. Williams will share the ESSER slides with the board

Mental Health Supports for Staff

Walking back into the schools at the start of the year brought a lot of anxiety for staff. We had a town hall at Petworth last week, we had one at Shaw on Monday and there are a few others this week. We are doing all of the things that we are supposed to do to keep everyone safe and to really listen to them. Our team has been following all of the protocols and mandates set by the city and CDC. The focus of last week's PD was mental and emotional health. We have made sure that our staff have a long weekend each month to take care of themselves. We have added one additional day off in mid-March. Teachers see and appreciate the steps we are taking to balance the needs of our families and our staff.

CEO Goals

We should be able to get through the committee goals during the October committee meetings. Goal #1 - As we get better information from the PCSB on how they are organizing the PMF over the next year, we will continue to collect data on MAP, and we expect to take the PARCC in the spring.

Laura Berger will walk everyone through the terms that are used during assessments. We will get some useful data from the PARC, but it will almost be like a baseline for the external assessment. We will also do an overview of the STAR Framework for the newer board members.

Goal #2 - Maintain high daily attendance and reduce absenteeism.

Goal #3 - Teacher retention goal.

Goal #4 - The re-enrollment goal is now per campus (85%) instead of collectively as an LEA.

Goal #5 - Our suspensions and expulsions have gotten better since we have moved to a restorative justice platform.

Goal #6 - We added a family engagement goal to engage in relationship building. Jackie Green leads this work and provides data .

V. SY 2021-22 Enrollment Discussion with Kelly Dickens

R. Williams introduced K. Dickens, Director of Operations. He has been with us a little over seven years. Every year has been a new experience in enrollment. Our numbers are lower than when we started 2021. We were on track prior to the delta variant. This has persisted through the first few weeks of school. Many students were either no-shows, have withdrawn to pursue virtual options in other areas or have moved out of the area.

The data that was shared with us yesterday indicates that:

- 27 % of schools are showing 10% or more decline in enrollment
- 42% of schools are showing 1-9% decline in enrollment

We are at 3-4% decline in enrollment

Wards 7 and 8 have seen huge declines in enrollment due to COVID-19. Trinidad has always been the most challenging. Capitol Hill and Congress Heights each have waitlists, but it has been in flux.

Per OSSE, there are over 6,000 students who are not enrolled in school who were in school during SY 2020-21. Our enrollment is currently at 1390 and if we do not increase our student enrollment, this will financially impact our budget by about 600K. We have until October 5 to increase the numbers.

VI. Committee Updates

Academic Committee - Gretchen Guffy, Chair

The draft goals are as follows:

1. Support CEO toward enabling student mastery and performance on grade level standards in math and reading.
2. Support the CEO and leadership team of Center City PCS as they work to maintain high daily attendance rates and decrease chronic absenteeism.
3. Support the CEO and leadership team of Center City PCS as they promote strong effective/highly effective teacher retention.
4. Center City PCS will maintain high re-enrollment rates of 85% at each campus and the Academic Committee will support the CEO and leadership team as they ensure families want to return to the school.
5. Support the CEO and leadership team of Center City PCS as they strive to maintain a low out-of-school suspension rate for our students.
6. Center City PCS will consistently engage with families throughout the year through relationship building activities, home visits, and academic partnering activities given the more extensive role caregivers are taking in education. The Academic Committee will monitor the outcomes of these activities.

We reviewed the dashboard in the last committee meeting, along with the enrollment and retention rates. Using MAP and relying on the MAP data will help us understand where students are and what types of support they will need to advance academically. We also received a brief overview of the campus leadership and it was determined that they have either been working at the campus or connected to Center City PCS for quite some time.

Development Committee - Art Moran, Chair

There are four draft goals this year instead of five.

1. Achieve 100% board participation in giving.
2. Achieve 100% board participation in volunteering. Clarice will provide opportunities for us as they arise.
3. Receive donations from 30 new donors (up from 25).
4. Raise \$20K (up from 15K) in private funds for three primary causes/enrichment that will be agreed upon by the school and the board. The first one is the Winter Coat Drive. Bread Coin is another possibility. The committee is open to ideas that will support the kids.

The easiest way to give is to participate in the Winter Coat Drive. We have a subset of students who are homeless and could use warm clothing for winter. We will also try and set up something with Bread Coin so that folks can come out and volunteer at the table.

The FFEP Program has stopped, but we will reach out and see what the next steps are. Also, we will reach out to the Joyful Market to check their schedule. We also support families with food insecurity by getting them grocery store gift cards.

Finance Committee - JD. Wilde, Chair

The draft committee goals are as follows:

1. By June 30, 2022, Center City PCS will have a clear sign from the ADW team on an extension of the building leases and the proposed terms going forward. The importance of this is:
 - a. We have another extension coming up next year
 - b. We want to purchase a building or two
 - c. We are currently responsible for all enhancements to the buildings
2. By June 30, 2022, Center City PCS will achieve a balanced budget unless the board elects to shore up the budget due to the pandemic's impact - in which case this goal will be revisited after that determination has been made.

Governance Committee - Neville Waters, Chair

Lydia Adelfio and Betsy Hanlon will both end their board terms in June 2022. One of the committee's primary goals is to find several new candidates to fill the vacancies. One of the key things that the chairman appreciates is L. Adelfio's skill in keeping us in compliance with Open Meetings Act. Mr. Waters indicated that we have a full board. There are three resolutions that need approval today - officers, meeting schedule and JD Wilde's new term. The board members were reminded to complete the annual forms - Expectation Agreement, Conflict of Interest and Code of Ethics - and return them to Clarice asap.

The meeting adjourned for the Executive Session.

VII. Executive Session (closed)

The executive session was closed for an employee evaluation.