

**March 16, 2022| 8:30am**

**via Zoom**

Board members who were present: Lydia Adelfio, Josh Boots, Jerenze Campbell, Charlene Fadirepo, Gretchen Guffy, Betsy Hanlon, Kelli Jareaux, Roneal Josephs, Art Moran, Ammena Nazeen, Meghan Quinn, Neville Waters, JD Wilde

Board members who were absent: Areesah Mobley

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
      - a. December 8, 2021
      - b. January 28, 2022
    2. Resolution to Appoint New Board Member - Josh Boots
    3. Materials Contract Approval
  - IV. CEO Update
    1. 2021-22 Start of the School Year
    2. Real Estate Update
    3. Review SY 2021-22 Draft Goals and Approve
- BREAK (15 min)
- V. Talent/HR Discussion with Kelly Dickens, Director of HR and Operations, will join us to discuss the upcoming recruitment cycle and our related HR work around staffing and retention.
  - 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 (if needed)

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

## II. Chairman's Remarks

The chairman greeted everyone and welcomed Josh Boots to his first board meeting. She also thanked everyone for attending the March board retreat.

### **III. Routine Business**

#### **Approval of Minutes**

**Action Requested:** Approval of Minutes from the December 8, 2021 quarterly board meeting.

**Motion approved**

Lydia Adelfio made the motion to approve and Jerenze Campbell seconded the motion.

**Action Requested:** Approval of Minutes from Special Board Meeting on January 28, 2022 to elect Josh Boots as a new board member.

**Motion approved**

Lydia Adelfio made the motion to approve and Jerenze Campbell seconded the motion.

**Resolution to appoint Josh Boots as a new board member** from today until the annual meeting when he will begin his first 3-year term

Lydia Adelfio made the motion and Gretchen Guffy seconded the motion

**Motion approved unanimously**

#### **Approval of the Materials Contract re: E-Rate.**

Lydia Adelfio made the motion to approve and Neville Waters seconded the motion.

**Motion approved.**

### **IV. CEO Updates**

Russ Williams gave the following update to the board:

2021-22 Update

Goals/Progress

ADW Conversation/Renovations

Maker Space

#### **2021-22 Update**

##### **Omicron Wave/Future Variants**

We worked with OSSE and the Superintendent of Education: they have had tests delivered to the Central Office and tests are then distributed to each campus. This has been our biggest impact on schools, staff and student anxiety.

##### **Testing After Breaks and Monday Mornings**

This has been put into place to ensure all families at our schools have a test and while we are cognizant of COVID's grip. Coming out of the spring break may mean an uptick in cases, but we are monitoring the situation.

### **All Principals and APS Plan to Return**

As of now, all of our school leaders and APs plan to return next year. We are cautiously optimistic and this is a very encouraging sign.

### **Current Enrollment**

We are down by 49 students as of March 1. Half of the loss is students moving to Maryland. We also lost some students who just opted out, but we are not sure where they went. This is consistent with the attrition we have seen over the last few years.

### **Staffing Update**

We have some long-term subs in some of the roles we have not been able to fill. If the subs do a great job, the principals may hire them as full-time staff members. Kelly Dickens, Director of HR and Operations, will join us later and give a little more in-depth presentation. We have a few Humanities positions open. There are teachers in the room, but we are missing the co-teacher. Bethany Fleming has been working with the classrooms to ensure we do not miss a beat. She is also an excellent coach.

### **Goals/Progress**

As we move forward, the CEO goals reporting will indicate red, yellow, green for mastery, and gray for goals that do not have any data.

### **Goal 1: Enable student mastery and performance on grade level standards in math and reading. (gray)**

This goal looks at fall to spring growth so will be reported fully once the spring MAP has been completed.

**ACTION:** R. Williams will discuss with the Academic Team /Principals to see if they want to do the three administrations of the MAP assessment and report back to the Academic Committee/full board.

**ACTION:** R. Williams will work with the Academic Team and Principals to figure out how to share the formative assessments with the board/Academic Committee, especially since they are not summative.

The 3rd MAP test would help us be more consistent with teaching in order to recover from the Covid learning loss. We need to ensure that we have the data to manage and monitor the students' progress. This will help us get a sense on how each school is running because each campus is so different.

**Goal 2: Maintain high daily attendance rates and decrease chronic absenteeism. (red)**

Our daily attendance is at 89.3% as of the 3/1/22 data update. We are not on track to meet this goal.

Coming out of Delta and Omicron Covid surges, we found parents just keeping their students home due to anxiety and fear. Chronic absenteeism and truancy are pretty high. We are a little ahead of the city. We have campuses who are doing much better than others and then there are campuses that are struggling. This is on everyone's radar. This is a city-wide issue.

**ACTION:** R. Williams will have L. Berger breakdown the data by campus and quarter and share with the board at the June meeting.

**ACTION:** R. Williams will have L. Berger share an email with the board on how excused and unexcused absences affect the chronic absenteeism.

**Goal 3: Maintain a low out-of-school suspension rate for our students. (green)**

We are doing the restorative work to ensure the students are in school because kids can't learn if they are not in school. Our suspension rate for students with disabilities is 0% and .7% (less than 1% for the other students). This has been a point of pride and something we have been working on for some time.

Jackie Green oversees our restorative justice program and it has been successful under her leadership. Jackie has systems in place for families, parents and students.

**Goal 4: Promote strong effective/highly effective teacher retention. (yellow)**

There is an evaluation system that we use to track this information. This is a fall to fall evaluation. The Principal evaluation reports are due in April. We do track when staff come and go. There are some teachers who are not renewed because they were not effective, etc. Every spring, we lose 8-10 teachers who move to other cities who could be either effective or ineffective.

**ACTION:** R. Williams will share the final data/reports with the Academic Committee over the next few months and with the board at the June meeting.

**ACTION:** R. Williams will track, report and share with the board on how many teachers are being promoted across the campuses at the June board meeting.

The TNTP survey will come out this year, but we do not have a staff survey. The CEO goes to all campuses and does town halls to see what other types of support they might need to continue with this work. We are always looking for ways to help the teachers find their voice, to be heard

and seen, and to prepare for next year. The spring inside survey illuminated a few issues and Dr. Demetria Gartell has been able to get to those campuses, hear the staff and help work out the issues. Opportunities for growth and best practices have been shared across campus leadership.

**Goal 5: Center City will maintain a high re-enrollment rate of 85% at each campus by working to ensure families want to return to the school. (green)**

Students who stay in the same school tend to do better than those who hop around. Restorative practices have made a difference in retention as well as suspensions.

**Goal 6: Center City will consistently engage with families throughout the year through relationship building activities, home visits, and academic partnering activities. (green)**

This year we have a goal of 75% or more and we are currently at 81%. There's another parent-teacher conference in April.

**Goal 7: To support teachers in building students' foundational literacy skills, 25 or more K-4 teachers will participate in professional development in the science of reading. (green)**

There are 23 teachers and two leaders who have signed up for the program. The ESSER funds have allowed us to do these types of activities. We invest in our staff and approach the work from a coaching mindset.

**Goal 8: By June 30, 2022, Center City will have a clear direction from ADW on an extension of the building leases and the proposed terms going forward. (yellow)**

We have met with the Father of Congress Heights, we have an additional meeting with Father Sass at Brightwood and we are hoping to have a meeting with Father Carloney in the next few weeks.

**Goal 9: By the end of 2021-22 school year, Center City will meet or break even profit per the originally approved budget. (gray)**

There are a lot of records and grants to close out, especially with our ESSER Grant. N. Burgy will close out ESSER I this month, and ESSER II shortly. This will leave us with ESSER III funds.

#### ADW Conversation/Renovations

As noted above in goals, two conversations are underway. Progress with ADW is slow

#### Maker Space

We have received the LOI from sellers which means they are negotiating with us solely. On Monday of this week, we signed an Access Agreement which means we can go into the space. We have received the keys to the space. The architects are doing their initial measurements. The inspectors are checking for any issues.

#### **V. Talent/HR Discussion with Kelly Dickens**

Kelly Dickens has been with Center City for almost eight years. He has a great working relationship with all of our principals, leaders and general staff.

Update on upcoming recruitment cycle for sy22-23, hr work-around staffing and retention: Overall teacher retention for the last three school years, has hovered around 78-87% with the highly effective at the benchmark of 85%. On average, we receive 800-1,000 applications for vacancies. After the initial screening, we forward about 250 applications to the principals to review/interview. It has been about the same each year, with a slight increase for the upcoming school year.

The “Great Resignation” has impacted Center City for various reasons - vaccine mandate, life changes, career switchers, general fatigue with COVID protocols. The teaching field is unable to provide the flexibility that the teachers are looking for because students do their best work in the classroom. Employees and teachers’ perceived value have gone up as we lead up to the 2022-23 school year. We would like to do the following to maintain our teachers - pay increase, pay scale transparency, more flexibility, and more employee voice/buy-in. We are anticipating the return of all of our school leaders.

We do Pulse Checks twice a year and just released one last week. The data is coming in and once we have received it all, we can share with the board. The Pulse Check is different from the Wellness Survey.

**ACTION:** K. Dickens will research and report back to the board on the teacher retention rate year to date.

#### **VI. Committee Updates**

**Academic Committee** - Gretchen Guffy, Chair

G. Guffy and Russ will review the color codes for the academic goals. The chair asked the academic committee to provide any thoughts or ideas on improving the academic dashboard, especially since it contains so much information.

**Development Committee** - Art Moran, Chair

There’s a fundraising opportunity coming out soon for the 8th graders who are transitioning to high school. We are planning to kick off this campaign in March. We have not reached out to the other organizations to see what they do, but we have left it up to the counselors at each school.

Clarice will continue to send out volunteer opportunities because one of our goals this year is for everyone to participate. She will also send out a notice for the board members to drop off coffee and donuts at each campus and get to know the leadership team. Also, the campuses will host the

spring book fairs and will need volunteers. Lastly, Brightwood and Trinidad campuses participate in the bread coins program and they may begin to host food trucks near each of these two campuses.

Financial donations are accepted all school year. They are normally around the fundraisers that we do. We would like each board member to give something every school year July 1 - June 30.

**Finance Committee** - Jerenze Campbell, Chair

Budget season for FY22-23 is coming up and the committee is going to review over the next couple months before Board approval and submission.

**Budget and Forecast**

The projected performance for the year keeps moving around because of the ESSER Grants. It looks like we are going to be better off than was budgeted due to all of the funds/grants received. The finance team has hired a new employee who will start next week which will help with the workload.

**Governance Committee** - Neville Waters, Chair

The chair was pleased to announce that a new board member has been onboarded, Josh Boots. The committee has a proposal from EBP to assist in finding a few more board members as we have two rolling off this year. The maximum board members is 15. Prior board members can return if they have been off for a year. The chair also indicated that the board members should review and send any changes to their bio to Clarice.

The meeting adjourned and went into an Executive Session.

**VII. Executive Session**

The board went into an executive session.