



Center City
Public Charter Schools
Character. Excellence. Service

**Board of Directors Meeting
December 13, 2023
Minutes**

CCPCS Board Member Attendees (in-person): Tom O'Hara, Josh Boots, Jerenze Campbell, Neville Waters, Margaret Horn, Ammena Nazeen

CCPCS Board Members via Zoom: Kelli Jareaux, Meghan Quinn, Areesah Mobley, Roneal Josephs

CCPCS Staff Attendees: Russ Williams, Jeff Cooper, Aprele Smith

Guest Presenters: Maker Space Contractors: Shawn Samuel (CM), Natasha Harrison (Elevate Group)

I. Call to Order

Chairman, Tom O'Hara opened and welcomed everyone to the meeting. He provided a brief overview of the meeting agenda.

II. Routine Business

1. Approval of Minutes

Motion: Tom motioned the board to approve the minutes from the September 20, 2023 Board Meeting. Motion was seconded. All members approved the minutes.

2. Materials Contract(s) Approval - *There were no material contracts to approve at time of the 12/13/23 Board meeting.*

III. CEO Update

Russ opened his remarks to the Board with visuals from Fall events that occurred on each campus. There were a variety of events and activities promoting community involvement and student enrichment. Some highlights included:

Brightwood: Poetry Slam held at a venue near campus; the choir performed at an area senior center.

Shaw: As part of their give back initiatives, Shaw provided a meal to the entire school community (students and families)

Congress Heights: Students attended performance of the Nutcracker at a local theater; field trip to McDonald;s farm for hands-on learning of farm life.

Cap Hill: Students participated in a group activity of building structures as part of their math and science curriculum.

Petworth: Quarterly awards ceremony to recognize students for high-performance character.

Russ transitioned to SY 2023-2024 Updates:

December enrollment: enrollment is down slightly due to families relocating out of the city. Throughout Center City, leaders are continuing to strengthen programs to attract families.

Literacy programs: Added Wilson Foundation to Pre-K4 curriculum to align with phonics instruction. Added Heggerty program to increase phonetic awareness in Pre-K4 -2nd grade. Added DIBELS literacy screening and progress monitoring in grades 4 and 5.

Math: We recently shifted from Eureka to Eureka Squared (updated version) that offers expanded digital resources, increased teacher support, and a robust assessment platform. Interventionists meet regularly with AD of Math to review data and create Tier 2 and 3 groups; monthly math PD for principals and assistant principals focusing on new curriculum and current assessment data.

Tutoring Program: Tutoring programs are thriving with ~30 GO Foundation tutors/fellows shared across four campuses (NoMa, Shaw, Cap Hill, Petworth)

Campus Staffing: We are in a better space with staffing with only 3 openings at the time of this meeting.

Maker Space: at the time of this meeting the demo/abatement is nearly complete. Staffing interviews have begun for two positions: Director of Operations and Manager of Maker Learning. *Note: a more detailed project update and permit status was provided during the closed session by Shawn Samuel (CM) and Natasha Harrison (PM).*

IV. Maker Project Update (*closed)

1. Project Status - updated provided by Maker Space Contractors: Shawn Samuel (CM), Natasha Harrison (Elevate Group)
2. Staffing Plan - updated provided by Maker Space Contractors: Shawn Samuel (CM), Natasha Harrison (Elevate Group)

V. Break

VI. Bylaws Update (Per PCSB request) - A few months ago PCSB requested that Center City amend our bylaws to align with their charter requirements. The Governance Committee reviewed PCSB's suggested language and agreed to amend our bylaws. Neville Waters motion to approve the amended bylaws. Motion seconded. Roll call vote - CCPSC Board unanimously approved amended bylaws including the PCSB recommendations.

VII. Committee Reports

1. Academic Committee

Meghan Quinn provided an update to the board based on the most recent Academic Committee. She called attention to: 1) our overall in-seat attendance rate has increased since last year, 2) our truancy and chronic absenteeism rates have decreased compared to last year and 3) as a

district, there were fewer discrepancies between subgroups in math and humanities compared to prior years. 0% of at-risk students or students with IEPs at Brightwood have Ds and Fs.

2. Finance Committee

Jeff Cooper (CFO) provided an update on the annual audit. At the time of this meeting, the audit is not complete - possible due date Friday, December 22. The finance committee agreed to have a quick call sometime between Dec 26-Dec 29 to approve and finalize the audit. The finance not the full board needs to approve the audit. Jeff also provided an update of current financials.

3. Governance Committee

Neville Waters provided an update on potential parent trustee candidates (Petworth parents). Possibly 2 additional candidates after the holidays. When candidates have been vetted by Russ and Neville, a Zoom meeting will be scheduled for the all governance committee members to meet the final parent trustee candidate.

Action: Governance Committee to recommend final candidate to full board and schedule Zoom with candidate and full board.

Action: Schedule Board retreat (March 2024)

4. Development Committee

Areesah Mobley reported that she is pleased with FundEd's efforts on fundraising for the Maker Space project. Those efforts include submitting 7 foundation applications to date. Waiting to hear back from key foundation grants that will help with following up with institutional funders.

Action: Set up hard-hat tours of maker space during the warmer months

VIII. Executive Session (closed)**

IX. Adjourn

* Pursuant to DC's Open Meetings Act please note that portions of the meeting where facilities financing are to be discussed will be a closed session to facilitate the discussion of a position to be taken in **negotiating the price and other material terms of a contract(s)**,

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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

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