**ACADEMY OF HOPE BOARD MEETING**

**May 14, 2024, Meeting Minutes**

**4:00 pm – 6:00 pm**

**Board Members**

Madi Ford, Tamara Wilds Lawson, Nora Abramson, Rosalyn Brown, Partina Clark, Larry Condelli, Eric Jones, Luann Sinclair, Deborah Ringel, Jason Ufland

**Staff**

Lecester Johnson, Michael Durant, Tiffany Godbout, Joy Bentley Phillips, Ruweda Hussein and Lisa Leach

*The meeting called to order at 4:00 pm*

**REPORTS/UPDATES**

**Opening remarks provided by Madi Ford, Board Chair**

* This will be the last official meeting for the SY 23-24, the next meeting will be the Joint Board retreat on July 25, 2025
* The next official school board meeting will be in September 2024
* Graduation is scheduled for June 13th at THE ARC
* We have four votes for this meeting, including the school operation budget for 2025, updates to the Board's bylaws, and two contracts over $25,000.
* We will say goodbye to four outgoing members of the board including Tamara Wilds Lawson, Mark Lewis, Julie Meyer, and myself, and elect new board officers.
* Staff will provide brief updates and answer any questions about the material provided in your packet.

**CEO Report: Presented by Lecester Johnson, CEO, Michael Durant, CAO**

* Ten-year review delayed, due to data issues with the State Superintendent’s office. PCSB proposed a new date of August 19th. We are checking on a September date to ensure that board members and the senior team are available.
* Preliminary results indicate that have exceeded the sector in key pathway areas.
* New Executive Team Member, Brianna Cobbins will be joining AoH on June 3rd. She is currently the Executive Director of Human Resources at Arlington County Public Schools; she brings experience in HR from large governmental systems and schools.
* Students have submitted letters of interest to join the board; we have not been able to engage student board members. We will use interviews to set expectations and assess availability.
* Graduation scheduled for June 13th at THEARC, Hope Forward Foundation Breakfast is scheduled for 9:30 am. Graduation is scheduled for 11:00 am and the Healthcare Pinning ceremony will follow at 2:00 pm. Guest speaker for the graduation is Lammon Rucker, actor and activist, native Washingtonian.

**Finance Committee – LuAnn Sinclair/Tiffany Godbout**

* Presentation on FY 25 Budget Priorities:

**Building for the Future** - Balance budget and building reserves, prioritize setting up systems and strategies for the future of AoH.

**Great Place to Work –** Maintain investments in DEI & staff health and wellness, Invest in targeted professional development to build skills and for organization growth.

**Learner Experience and Outcomes –** Invest in the overall learner experience, and target interventions to improve academic and workforce outcomes.

**Strategic Plan –** Prioritize the completion of the adaptive Place and continue solidifying internal systems including a catalog of existing systems and policies and the creation of new systems and policies where gaps exist.

**Continuous Improvement –** Make investments in research and evaluations of programs.

* Three budget scenarios submitted based on student population of 775, 900, and 1,000. The proposed FY25 PCSB Budget is based on an enrollment of 775. Most notable is that this budget had zero staff cuts and has a margin at our goal of 5%.
* There is a decrease of 1.8 million dollars in Federal income. This is because we had a one-time employee retention credit of 1.6 million, as well as the Washington Teachers Union grant, given to Charter schools to increase compensation for teachers.
* The adult sector has advocated for 100% of the per-pupil allotment for adult learners for many years. This year we will get the full per-pupil allotment. Additionally, the mayor proposed a 12.4% increase in the allocation.
* The SY25 budget is conservative and based on a 10% increase, not the 12.4%.
* The budget does keep all salaried positions plus a 2% cola increase. We have four new FTE learner-facing positions.
* Our adjunct teachers will be transitioning to seasonal - part-time workers and we estimate a payroll tax increase related to this.
* The budget assumes that if we were to only hit 775, we would have to make adjustments to our winter workforce offerings.
* There will be a 10% increase in Health Insurance this year, occupancy expenses, maintenance and repair, and student expenses have no increases.
* There are increases in student recruiting as well as our Hope Forward alumni program that we piloted this year.
* While business expenses remain flat. There are other savings in ways of operating with there just wanted to highlight for you all that with the Public Charter School Board.
* There has been a significant increase in Federal funds we are getting about 15% in our accounting expenses and audit expenses.
* Staff circulated A finalized copy of the 990.
* Moving forward with CRESA a real estate brokerage to work with AoH on exploring options for Ward 8
* We have two contracts requiring a vote, Ward 8 roof replacement and FGH consulting, an advocacy contract that helps with legislative and student advocacy.

**Governance – Patrina Clark/Deborah Ringel**

The Governance Chair, Patrina Clark read the following statement to outgoing board members:

*“On behalf of the Academy of Hope, adult Public Charter, School community. We extend our deepest gratitude to each of you for your dedicated service as volunteer members of the Board of Directors. Your commitment, passion, and tireless efforts have significantly contributed to our mission of empowering adult learners in Washington, DC. Throughout your tenure you have brought invaluable insights, expertise, and unwavering support to our organization, helping us navigate challenges, seize opportunities, and make meaningful strides toward our goals. Your selfless dedication has not only enriched the lives of our students but has also inspired our entire community. As you complete your terms. Please know that your contributions will leave a lasting impact on our school and the individuals we serve.*

*Your legacy of service will continue to resonate within our halls, guiding us as we strive for excellence and continue to fulfill our mission. While we bid farewell to your formal roles on the board. We hope that you will remain connected to the Academy of Hope, as your wisdom and experience will always be cherished and welcomed. Thank you for your unwavering commitment, passion, and dedication, and we certainly continue to wish you all the best in your future endeavors.”*

**Officer election:**

Board Chair

Patrina Clark

Vice Chair

Eric Jones

Treasurer

Luann Sinclair

Motion to proceed with the slate as presented.

Second: Deborah Ringel, Nomination Committee Chair

Motion approved.

Will hold on to the Secretary appointment until the Joint Board Retreat

* Staff submitted Bylaws to general counsel. Recommended revisions in your packets. Significant changes to Section 3.07, Secretary, and Section 3.8 Treasurer roles and responsibilities.
* Secretary is going to be responsible for ensuring compliance with the requirements of the DC Open Meetings Act.
* Treasurer will be responsible for ensuring accurate preservation of complete and accurate financial accounting and bookkeeping records. As it relates to board business.
* New section 3.9, delegation of responsibilities, if we have an officer who is not able to serve for a short duration of time but still continues in their roll on the board.

**Development –Joy Bentley Phillips/Madi Ford – No report**

**Updates to Board Bylaws: \*\***

- Discussion: Proposed updates to the bylaws were reviewed.

- Motion to approve the updates:

 - Moved by: Deborah Ringel

 - Seconded by: Larry Condelli

 - Vote: Approved unanimously

**Contract Approval Three contracts presented.**

- Discussion: Details of the contract were reviewed.

- Motion to approve the contract:

 - Moved by: LuAnn Sinclair

- Seconded by: Partina Clark

 - Vote: Approved unanimously

***Action Items:***

Reminder for Board Members to schedule their salon event, presented a sample agenda for ½ hour zoom event. This is an introduction to the organization, so we can build our network.

Please put June 13th for graduation on your calendars

Joint Board Retreat is scheduled for July 25th.

*The meeting adjourned at 5:21 pm.*