****

**Academy of Hope Adult Public Charter School**

**Board of Directors Meeting Minutes**

**September 20, 2025**

**9:00am – 12:00pm**

**Call to Order**

The meeting was called to order at 9:26am pm by Board Chair Dr. Patrina Clark.

**Roll Call and Quorum Confirmation**
The meeting was called to order by Dr. Patrina M. Clark. A roll call confirmed a quorum with the following board members present:

**Present**

Dr. Patrina Clark, Eric Jones, LuAnn Sinclair, Deborah Ringel, Brett Allen, Susan Leigh, Nora Abramson, Katisha Webb

**Absent**

Larry Condelli, Jason Ufland, Ronald Henson

**Staff:**

Lecester Johnson, Joy Bentley Phillips, Tiffany Godbout, Brianna Cobbins, HollyAnn Fresco-Moore, Dr. Andrea Sparks-Brown Dr. Alicia Waldon, Ruweda Hussein, Lisa Leach

**Approval of Board Minutes**
The board reviewed the minutes from the May 14, 2025, Corrections noted: current spelling of LuAnn Sinclair’s name and change Aussie to OSSE, the minutes were approved with corrections.

* **Motion:** Board chair, motion on the floor to approve May 14,2025, minutes with corrections
* **1st** Eric J. Jones
* **2nd:** Deborah Ringel
* **Vote:** Motion carried unanimously

**CEO Report (Highlights)**

* **Enrollment & Growth:** Student enrollment exceeded 1,000 with a goal of 1,500 by SY 2028–29.
* **Performance & Framework:** Updates on PCSB framework transition; AoH positioned to maintain high performance ratings.
* **Financial Health:** 26% cash reserves reported; financial stability noted despite federal funding delays.
* **Program Expansion:** Career pathways and hybrid learning models expanding; pilot programs underway for virtual learners.
* **Future Planning:** Discussions of Baltimore expansion for SY 2027 and ongoing accreditation processes.

**Advancement & Fundraising**

* Launch of comprehensive campaign feasibility study (October 2025–March 2026).
* Goal: Position AoH for a 40th Anniversary Campaign launch in Fall 2026.
* Nearly 20 proposals reviewed; partner selected to conduct feasibility study.
* External communications and campaign branding in development.

**Strategic Plan & RFP**

The Board reviewed the strategic planning process, including Year Zero goals, dashboards, and campaign planning.

* **Motion:** Board Chair motion on the floor to approve Strategic Plan and RFP (Heller Group)
* **1st** Brett Allen
* **2nd** Eric Jones
* **Vote**: Motion carried unanimously.

**Finance & Operations**

* FY close-out indicated 72 days of cash on hand.
* Continued vigilance on grant reimbursement delays and federal funding cycles.
* Lease renegotiations for Ward 5 space and modernization projects moving forward.
* Construction management oversight retained for capital projects.

**Capital Projects & Contracts:** Three contracts presented:

Davis Design Build ($4M, modernization/elevator)

Tower Group ($80-90K, consulting)

Capital Construction Group ($Project Management)

* **Motion:** Board Chair motion on the floor to approve the three contracts as presented.
* **1st**: Eric Jones
* **2nd** LuAnn Sinclair
* **Vote**: Motion carried unanimously.

**Governance**

* Revisions made to bylaws and Conflict of Interest filings completed.
* Attendance emphasized: members reminded of 85% participation expectation.
* Need for recruitment of additional trustees to strengthen quorum reliability.

**Resolution – Lease Execution (Floors 6 & 7, 1201 2nd Dr. SE) read into the record:**

* Resolution authorizing the CEO/Executive Director to finalize and execute subleases and related agreements.
* **Motion:** Board Chair motion on the floor to approve resolution authorizing lease execution.
* **1st**: LuAnn Sinclair
* **2nd** Nora Abramson
* **Vote:** Motion carried unanimously.

**Governance Policies**

Board Bylaws revisions reviewed and approved.

Conflict of Interest Policy reaffirmed and approved.

* **Motion:** Board Chair motion on the floor to approve By Laws and Conflict of Interest Policy
* **1st**: Eric Jones
* **2nd** LuAnn Sinclair
* **Vote:** Motion carried unanimously.

**Executive Session**

* Motion: Board Chair motion on the floor to enter into Executive Session
* **1st**: Eric Jones
* **2nd** Susan Leigh
* **Vote:** Motion carried unanimously.

Executive session focused on CEO sabbatical request, compensation considerations, and long-term planning.

**Action Items**

* **CEO & Leadership:** Continue campaign feasibility study and strategic planning dashboard build-out (due June 2026).
* **Finance Team:** Quarterly reporting on capital project budgets vs. projections.
* **Governance Committee:** Recruitment of additional trustees to ensure quorum and strengthen board participation.
* **Executive Committee:** Further review of CEO sabbatical framework and compensation planning; reconvening with counsel in late October.
* **Operations:** Finalize and execute lease agreements with landlord by December 2025.

**Adjournment**

The meeting adjourned following executive session.