



MINUTES

May 21, 2024 | 6:00pm - 7:00pm | Virtual Meeting, Zoom

In Attendance

BOARD MEMBERS		
NAME	PRESENT	ABSENT
Mavis I. Ardon		X
Ann B. Barnet	X	
Michael D. Barnet	X	
Shawn Chakrabarti	X	
Jacqueline Lopez Ponce	X	
Maria Mejia	X	
Sarah Friedman		X
Marcia Harrington		X
Natalia Isaza Brando	X	
Oralia Puente	X	
Elaine Weiss		X

Others Present: Haley Wiggins, Alyson Cronquist, Laurel Kircher, Fernando Saldana, Patricia Oholeguy, Eileen Suffian, Larry Garr, Raj Thomas, Christine Montgomery

Approval of Minutes

The minutes from last meeting, March 19th, were reviewed and unanimously approved by all present members at 6:16pm.

Motions

Oralia led the motion to re-elect members to the board at 6:31pm. Agreed by Michael, Ann, Jaqui, Natalia, Shawn, and Maria.

Motion to approve FY25 budget led by Michael, seconded by Natalia, Oralia, Ann, Maria, Jaqui, and Shawn at 6:43pm.

Everyone voted on the motion to adjourn, led by Oralia and seconded by Natalia. Adjourned at 7:30 pm.

Description of Matters Discussed

1. *Board Business, Haley and Michael*

- a. Michael welcomed all to the meeting and congratulated Haley on last night's DC PCSB meeting. Haley presented on the Facilities Amendment Request and it seemed to go well. They will vote to approve it next month.
- b. Laurel introduced Jaqui, the new student board member, to the other members. Haley gave an update that Barbara is no longer able to stay on the board due to health issues. We will send her a thank you gift soon. Mavis has agreed to stay on the board as a regular member after her student term is up.
- c. New schedule included in packet for FY24-25 board meetings. The July meeting will be on an as-needed basis.

2. *Board Member Term Renewals, Laurel*

- a. Laurel presented more information about board governance and bylaws for compliance. This meeting counts as the annual meeting and we need to re-elect and renew terms for those who have been on the board for longer than 3 years (1 year for student members): Michael, Ann, Shawn, Sarah, Natalia, Marcia, Oralia, Elaine, Mavis, and Maria.
 - i. Larry asked if there needs to be a minimum break after 9 years and 4 months of continuous service. We are not sure - Laurel will look into it. After the meeting, we will resend the board member agreement and the optional board member training, as well as onboarding for new members.
 - ii. Laurel also mentioned that we will need to have succession plans at some point.
 - iii. Voted to renew board member terms. Shawn and Michael volunteered to be on the governance committee.

3. *Finance update, Raj*

- a. Executive Summary
 - i. Complicated budget this year with building purchase, etc. We are being conservative with assumptions. Student enrollment is the big driver of income. Per-pupil funding increase of 12.4%. We assume construction loan in December of \$3.75 million or less with hopefully less than 7% interest. Cash balance and net income are very healthy.
 - ii. Gross margin and income statement also look very healthy. Over 60% of expenses are staff-related.
 - iii. FY25 budget is balanced and achievable.
 - iv. Budget vote taken.

4. *Executive Director's Report, Haley*

- i. Haley went over some recent staff changes: Anna and Addy are new, and Allan and Luis left.
- ii. The wheelchair lift finally passed inspection and is fully usable!
- iii. Grant updates: Share Fund sends money when needed for architectural services. We have been awarded the OSSE CSP grant but we still must submit an application. SOAR facilities grant was applied for.
- iv. Haley was on a national panel last week on serving multilingual learners. It was a great opportunity to bring more visibility to TFPPCS!
- v. Haley discussed some updates regarding the new building: Facilities Amendment request, ANC meetings for letters of support, etc.
 1. She also showed an updated timeline of the project.

- vi. B. McNamee consulting has been working with Haley, Laurel, and others to update and formalize our academic calendar, salary bands, and policies surrounding academic staff breaks and remote work procedures.
 - 1. Michael suggested doing more to reward longevity. Natalia asked about maternity leave and if teachers can use vacation at other times. Teachers cannot use vacation during the school year anymore. They have 3 personal days and 11 sick days during the school year, and 20 days during the summer. Parental leave hasn't changed. We use ours + DC Family Leave. Employees can only work remotely 2 days a week on average.
- 5. *Additional Items, Fernando et al.*
 - a. Graduation/end of year celebration will be on June 18th at St. Stephen's church from 10:30am-1pm. Fernando suggested that Michael make a 30 second video to show at graduation since he can't be there.
 - b. Eileen recognized how hard Haley and the team have worked and stepped up to take care of things lately. Haley also thanked the management team.

Next Meeting

Date | time, Location

Motion to adjourn was made at 7:30pm and was passed unanimously.