



January 20, 2026 | 6:00pm - 7:00pm | Virtual Meeting, Zoom

---

## In Attendance

---

BOARD MEMBERS		
NAME	PRESENT	ABSENT
Gail Arnall	X	
Ann B. Barnet	X	
Michael D. Barnet	X	
Ronja Cala		X
Silvia Castro		X
Shawn Chakrabarti	X	
Sarah Friedman	X	
Natalia Isaza Brando	X	
Oralia Puente	X	
Raj Thomas	X	
Elaine Weiss	X	

- Others Present: Haley Wiggins, Marianella Morales, Fernando Saldana, Laurel Kircher, Yinzú Nairouz, Tom Selishev, Joan Barclay, Jane Mattson, Nick Mroczkowski

---

## Approval of Minutes

---

Minutes from last meeting, November 18, were approved at 6:09 pm, by all present board members (with the exception of Sarah, who was absent last time).

---

## Motions

---

Vote to update finance policy: increase capitalization threshold for Fixed Assets. Approved by Michael, Ann, Raj, Shawn, Oralia, Elaine, Natalia, Gail, and Sarah.

Meeting unanimously adjourned at 7:11 pm.

---

## Description of Matters Discussed

---

- Welcome & Board Business, *Michael*
- Michael welcomed all and expressed thanks to all staff members for their hard work, after which the roll call vote to approve minutes took place.
- Marianella showed board members how to log their volunteer hours in Quickbase, since we need a better record of Board time. She will send the link out in an email and we will include it in future Board meeting packets.

- Finance & Facility Updates, *Jane*
- *Finances*
- No major differences since last board meeting. There are cash flow adjustments due to construction. We are still expecting to perform better than budgeted. Projected to end year with 565 days of cash.
- Audit: Fiscal year is July-June and audit report for 2025 received from Kendall, Prebola & Jones. The audit was clean and presented fairly!
- Vote to increase capitalization threshold for Fixed Assets. Updated policy will be \$2,500 unit cost and \$5,000 bulk purchase (for items with unit cost <\$2.5k). Approved by Michael, Ann, Raj, Shawn, Oralia, Elaine, Natalia, Gail, and Sarah. Plus Joan for TFP.
- *Facility Loan*
- Currently in the draw down period. We have not had many changes since the November meeting.
- Construction Update, *Nick Mroczkowski (Corbett Project Manager)*
- We had some delays because we had to get a code modification in November because DDOT wanted to enforce something that the project was not actually subject to. We also waterproofed the ceiling to the basement. Now, we have been underpinning and temp shoring. The overall timeline has been pushed back by a month, so opening is now slated for June rather than May.
- Shawn asked what the ceiling height will be in the basement, which is 8 feet.
- Michael asked about the cost of the extended timeline.
- Shawn asked about the timeline for getting a Certificate of Occupancy after construction is complete. Sometimes it takes only 3-4 weeks. If it's going to be longer, it's usually possible to get a temporary/conditional COO for 1 year.
- Ann asked if there will be separate COO for the adult school and childcare center? They will be together, but each will have their own inspections (from DCPCSB, OSSE etc.)
- Shawn asked if the kitchen will be gas or electric. It will be all electric, but it's not a kitchen. It's a warming station.
- Executive Director's Report, *Haley*
- 3 new staff members: 1 part-time ESL instructor, 1 part-time math instructor and 1 full-time employment specialist. In February one of our case managers will have to leave. Other than that, we are fully staffed with no open positions.
- Other items from Haley's report are being addressed in other sections of the meeting.
- Academics and Middle States Updates, *Laurel*
- The MSA team chair sent the report to us in December, which we reviewed and returned. They will vote on our accreditation status in April.
- The new CASAS test, STEPS, is scored differently and it's been harder to see gains. We are trying a new textbook and developing more tutoring resources in order to help.
- Natalia expressed concern about students getting discouraged because of this. Laurel explained that the academic team is doing their best to minimize any discouragement and stress while still adequately preparing them for testing. We also use other methods to advance students and track their growth.
- Laurel also showed some pictures of celebrations with students.
- Shawn asked about the Hy-Flex classes and how teachers manage it. There are usually only a few students online and it's not ideal, but it's a requirement from OSSE.
- Registration, *Fernando*
- We are registering students this week and next week as well as calling students from the fall semester who haven't been coming.
- We have had pretty good attendance all things considering, and we still have neighbors who walk students to the metro after class, etc.

---

## Next Meeting

### Date | time, Location

Meeting adjourned at 7:11 pm. Next meeting is planned for March 17, 2026.