

APPROVED MINUTES
FOR THE
MAYA ANGELOU PUBLIC CHARTER SCHOOL
BOARD OF DIRECTORS MEETING
MAY 6, 2020

The Board of the Maya Angelou Public Charter School (“MAPCS”) held a meeting on May 6, 2020 pursuant to notice duly given. The members present were Peter Leone, Michael Vu, David Domenici, James Forman, Jr., Cheryl Mills, Thomas White, Julie Johnson, and Darren Cambridge. Also present were Leah Lamb, Clarisse Mendoza Davis, Azalia Speight, Marvin Harden, Nathan Yufer, Jahleezah Eskew, and various representatives from the public.

Dr. Leone called the meeting to order at 5:10 pm and began by acknowledging Clarisse Mendoza Davis, Leah Lamb, L’Tanya Holley, and staff “*for rising to the occasion*” during the leadership transition. He went on to commend Ms. Lamb as the Interim CEO and put forward a resolution to acknowledge Ms. Lamb for her service. This resolution was motioned, seconded, and approved unanimously by the Board.

Dr. Mendoza Davis’s remarks included 3 charges for Maya staff: 1) Stay focused, 2) Stay connected, and 3) Stay well. She emphasized how the COVID-19 virus has shaped the operations of the Maya Schools and how staff is adjusting by using video-conferencing and distance learning for the students. She went on to give some specifics of her “Transition Plan” beginning with some new staff assignments: Leah Lamb will support HR and Finance activities in addition to Communications/Development and Azalia Speight will support OSSE, PCSB, DYRS accountability and will serve as Interim Chief of Schools.

Focusing on re-entry back into the schools, Dr. Mendoza Davis is developing a 3-month timeline while continuing to inspire and motivate staff (through activities such as her “Monday Message” and Brown Bags with staff,) and sustain and nurture schools by relaunching enrollment. She listed her five areas of concentration:

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| • Charter/state accountability | Engage regarding COVID-19 adjustments |
| • Management and Operations | Full-Time HR roles; SOPs in place |
| • Financial Management | Hire for critical roles; exam team structures |
| • Development | Connect with key funders, donors; advocate for alternative funding |
| • Planning | Develop clear plan for 21-11; connect with Board regarding strategic priorities |

Dr. Mendoza Davis continued her report by discussing future plans and current opportunities with the COVID-19 virus. She noted the following:

- an emerging theme, “disruption spurs innovation, pushes current practices and evolve mindsets!”;

- student priorities equal basic needs including mental health and academic engagement;
- staff priorities, providing support for distance learning shift in educating students, mental health, and input on key decisions;
- planning small adjustments to the academic calendar

She ended her presentation by stating the SY 20 - 21 plan for the schools is structured around a 4-phase framework with more details to follow:

The Crisis	The state we are currently in
Re-Entry	Follow guidelines to keep everyone healthy, and
Recovery	Focus on unfinished learning for students
New Normal	

Mr. Yufer gave an overview of the organization’s finances, stating the organization is meeting its internal goals, including its key performance indicators. He suggested to leadership however, to be conservative in spending. Although the Mayor’s budget is expected to be released on May 12th, he stated that a draft budget plan has already been created for discussion and hopefully approval by the Board of Directors during the upcoming Budget teleconference.

The second resolution put forward for a Board vote was giving Dr. Mendoza Davis signatory rights for financial documents. This was motioned, seconded, and approved by the Board members.

Mr. Harden, Managing Director of Operations, gave a brief overview on the renovations that are currently on-going at the High School. He described the project is going into Phase VI – the 2nd floor and emphasized the General Contractor is putting safety before an accelerated completion of the project which is estimated to end late August 2020. However, the contractor is anticipating some delays because of COVID-19 and keeping the crew and occupants safe.

Ms. Lamb talked about some of the highlights that she and the team have been implementing in terms of supporting students and staff. The Mayor and DC Department of Health shared some recommendations on ways organizations can support the students and families here in the District. Ms. Lamb reported out about the development of two key initiatives - an online fundraising campaign to help support COVID-19 related expenses and a food distribution effort. Both initiatives are going very well; the Community Eats program is well attended by our students, their families, and the community.

Ms. Speight reported the schools would begin having virtual office hours in order to conduct enrollment. She emphasized the school’s efforts to give support to the Maya students in every way possible. This would include providing Chromebooks to students to facilitate the Distance Learning program and even hosting a parade to acknowledge and celebrate the Class of 2020.

The Board meeting concluded with Dr. Leone discussing recruitment efforts to bring on additional committed Board members. Dr. Forman acknowledged the challenge of recruiting new Board members and noted it would be helpful to have a system of reporting out on potential members.

Action Items:

- Dr. Forman committed to initiating a meeting with Dr. Leone and Dr. Mendoza Davis to restart board recruitment efforts (mini-committee).
- Mr. Domenici volunteered to participate in a mini-committee re: 1:1 student-to-device ratio at the YALC and High School.
- Mr. Cambridge said he would like to make a financial contribution to the organization to support our move to 1:1 student technology.
- Mr. Vu volunteered to mentor High School seniors in the fall.
- Dr. Johnson committed to sending information to Ms. Speight re: blended learning, distance learning, and other instructional resources.
- Mr. White requested follow up with the board regarding enrollment progress in light of covid-19 prior to August.

Dr. Leone adjourned the meeting at 7:40 pm.