

## MINUTES

### Board of Trustees Meeting

Thursday, December 12, 2019 – 9:30 AM

Friendship Community Office, 1400 First Street, N.W., Washington, DC 20001

**Participating Board Members were:** Donald L. Hense, Chairman; Gregory Prince, Vice Chair; Victor Long, Secretary; Patricia Brantley; Carol Thompson Cole, Eric McKinley King, Jeanette Mendes, and Anise Walker. Darrin Glymph, Treasurer; Tracy Gray, Deborah McGriff, and Chris White participated by phone.

Staff Members in attendance were: Vielka Scot-Marcus, Chief Academic Officer; Catherine Sanwo, Comptroller; Candice Tolliver-Burns, Chief Communications Officer; James Waller, Chief of School Operations; Zachery Morford, Chief Performance Officer; Shakira Hemphill, Director of Talent; Joe Bedney, Administrative Assistant and Monique Miller, Director of Performance Reporting and Evaluation.

**Call to Order.** The meeting was called to order at 9:33 AM.

**Approval of Minutes.** On a motion by Anise Walker and second by Victor Long, the board voted unanimously to approve the minutes from the October 24, 2019 board meeting.

**Nominations and Governance Committee Report.** Ms. Carol Thompson Cole introduced the Nominations and Governance Committee Report and asked that Ms. Monique Miller present the slate of re-elections, appointments and committee chairs. No new members were presented. On a motion by Ms. Cole and second by Dr. Gregory Prince, the board cast one unanimous vote for the slate.

**Finance Update.** Darrin Glymph, Finance Committee Chair introduced the finance report previously reviewed and approved by members of the Finance Committee and included in board materials. Mr. Glymph turned the report over to Ms. Catherine Sanwo to review details of the report. Ms. Sanwo stated that year to date net income is \$321,877 and Friendship is on track to meet year-end projected net income. Revenues and expenses are up \$1.2M over prior year. The first quarter reserve deposit was made and Friendship is expected to end the year at \$43.9M in reserves.

On a motion by Mr. Eric McKinley King and second by Jeanette Mendes, the board voted unanimously to accept the Finance Committee report.

**School Performance Committee Report.** Vielka Scott-Marcus introduced the School Performance Committee report previously reviewed and approved by the committee. Mrs. Marcus discussed, in more detail, the academic performance of campuses over time as well as outlined what worked, and what Friendship will continue to do to drive academic outcomes. Mrs. Marcus noted that over a three-year period, Tech Prep High has shown the greatest improvement on the PARCC in English language arts and Woodridge Elementary in mathematics. Ms. Brantley added that the majority of students at Tech Prep High were elementary and middle

students at Friendship. Mrs. Marcus closed the report by stating that to ensure this increase in academic achievement continues across all campuses, Friendship will focus on the implementation of best practices related to the teaching of balanced literacy and conceptual mathematics, student exposure to real world and field experiences aligned with content, teacher recruitment and retention, and renovation and creation of inspirational spaces.

**New Business.** Mr. Hense introduced to the board, two resolutions for discussion and vote. The first resolution is to create and appoint trustees to a facilities committee, and the second is to change the name of the Discipline Committee to the Student Support Committee wherein the purview of the committee would be expanded to align with the Student Fair Access to Schools Act of 2019. Both resolutions were discussed and changes were made to both resolutions.

On a motion by Mr. Victor Long and second by Gregory Prince the board voted unanimously to approve both resolutions with the amended language.

**Adjournment.** On a motion by Gregory Prince and a second by Anise Walker, the board voted to adjourn the meeting at approximately 11:09 a.m.