

MINUTES

Board of Trustees Meeting

Thursday, October 19, 2023 – 9:30 AM

Zoom Meeting

Participating Board Members were: Donald Hense, Chair; Darrin Glymph, Treasurer; Patricia Brantley, Chief Executive Officer; Jeanette Mendes, Eric McKinley King, and Anise Walker. Gregory Prince, Vice Chair and Chris White participated via Zoom.

Staff Members in attendance were: Ken Cherry, Chief of Staff; John Glover, Chief External Affairs Officer; Dylan Gruver, Chief People Officer; Zac Morford, Chief Performance Officer; Catherine Sanwo, Chief Financial Officer; Vielka Scott-Marcus, Chief Academic Officer; James Waller, Chief of School Operations; Marleen Greenleaf, Executive Assistant to the CEO; and Monique Miller, Director of Performance Reporting and Evaluation. Kimberly Campbell, Strategic Advisor attended via Zoom.

Guest in attendance was Kyle Schafer, Manor Costerisan.

Call to Order. The meeting was called to order by Donald Hense, Chair at 9:34 AM.

Approval of Minutes. On a motion by Anise Walker and second by Eric McKinley King, the board voted unanimously to approve the minutes from the May 18, 2023 board meeting and the August 17, 2023 emergency board meeting.

Finance Update. Patricia Brantley, Chief Executive Officer, introduced the Finance Committee Report reviewed by members of the Committee and included in the board materials. Ms. Brantley turned the report over to Catherine Sanwo, Chief Financial Officer, to review details of the report. Ms. Sanwo invited the auditor, Kyle Schafer of Manor Costerisan, to start the finance update with a review of the FY 2023 audit results.

Manor Costerisan gave an unmodified opinion of the audit results, noting no material weaknesses or deficiencies with Friendship's internal controls. Other highlights from the report include an increase in asset value and days cash on hand, which is a positive outlook from a liquidity standpoint. Additionally, Friendship's status as a low-risk grantee continued. Finally, Mr. Schafer discussed the audit results and highlights for Friendship's 403b retirement plan that included an unmodified opinion and no material weaknesses or significant deficiencies with Friendship's internal controls. Darrin Glymph, Chair of the Finance Committee, thanked Mr. Schafer for the audit report.

Ms. Sanwo continued the quarterly finance update that included a review of student enrollment, revenues and program expenses, and funding Friendship's reserves. Ms. Sanwo also updated the Board on a recommendation from Friendship's financial advisor, First Tryon Advisors, to reinvest money not earning significant returns. Based on this recommendation, Friendship issued a request for proposals from investment advisors and received four proposals that are under

review. Mr. Glymph then asked Ms. Sanwo to share the results from Friendship's most recent S & P report. Ms. Sanwo stated that Friendship maintained a BBB rating with a stable outlook.

Ms. Brantley closed her comments on the Finance Report with an overview of a proposal to increase Friendship's match to its employees' contributions for its 403b retirement plan from 2% to 3% based on current market research.

On a motion by Darrin Glymph and second by Donald L. Hense, the Board voted unanimously to increase Friendship's employee match for its 403b retirement plan from 2% to 3%.

On a motion by Anise Walker and second by Eric McKinley King, the board voted unanimously to accept the audited financial statements for FY 2023.

School Performance. Gregory Prince, Co-Chair of the School Performance Committee, introduced the School Performance Report and noted the report clearly shows the effort to get performance back to pre-pandemic levels and that it is extraordinary and very positive. Dr. Prince turned the report over to Vielka Scott-Marcus, Chief Academic Officer. Mrs. Scott-Marcus shared growth and achievement performance, specifically campuses' meeting expectations (4+) on PARCC ELA and math, and CLASS for our prekindergarten students. Mrs. Scott-Marcus transitioned the report to Zac Morford, Chief Performance Officer, to give detailed performance data on PARCC for all students and by subgroup compared to the state and charter sectors.

Mr. Morford stated Friendship saw significant growth in ELA on PARCC that matched pre-pandemic levels and growth in math, though at a slower rate. Friendship's growth in PARCC ELA and math from 2022 to 2023 exceeded the state and charter sectors. Mr. Morford also noted that this same growth is true for Friendship's African American and At-Risk student populations. Ms. Brantley highlighted the median growth percentiles for ELA and math at the Friendship Ideal Middle campus, noting significant growth since its acquisition.

Finally, Mr. Morford closed with a review of CLASS performance compared to the most recent performance of the state and charter sectors, and a review of Friendship's potential charter goals performance using the most recent version of the DC PCSB's Performance Management Framework (PMF) calculator. Ms. Brantley discussed the most recent changes to DC PCSB Revised Accountability Framework (formerly PMF) and their aim to have a more equitable accountability framework.

Mrs. Scott-Marcus closed the report by updating the Board on Friendship's academic priorities.

On a motion from Anise Walker and second by Chris White, the board voted unanimously to accept the School Performance Committee report.

Board Resolution. In October 2022, the board approved a resolution for staff to prepare and file a loan application with DC Office of the State Superintendent of Education for the construction of an elevator at Friendship's Blow Pierce site. Since that time, the loan application has been approved and staff presented the Board with a resolution to authorize staff to execute the loan transaction for the Blow Pierce elevator.

On a motion by Gregory Prince and second by Chris White, the board voted unanimously to authorize Friendship staff to execute the loan transaction for the Blow Pierce elevator.

Adjournment. The board voted to adjourn the meeting at approximately 11:13 a.m.

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