



**MEETING MINUTES
CAPITAL CITY PUBLIC CHARTER SCHOOL BOARD
RETREAT/REGULAR SESSION**

September 6, 2018

Attendance:

Trustees: Allison Arnold, Sarah Dillard, Alix Guerrier, Anne Herr, Rochanda Hiligh-Thomas, Galo Pazmino, Nick Rodriguez, Nitika Tolani (phone)

Staff: Karen Dresden, Jacob Fishbein, Laina Cox, Belicia Reaves, Amy Wendel, Pam McKinney

Meeting called to order at 6:35 pm.

Mission Moment

Capital City High School students shared about their summer experiences traveling abroad, engaging in wilderness experiences, and studying on college campuses. These opportunities were made possible through partnerships the school has fostered and through our staff connecting students with resources to pursue these opportunities. We learned from our alumni that these types of experiences were instrumental in preparing them for the independence of college and so the high school team has been trying to connect students to more such opportunities.

Welcome

Nick Rodriguez, Board Chair, welcomed everyone to the first meeting of the year.

Consent Agenda

The Board voted unanimously to accept the Consent Agenda that included the September School Report.

Student Leave of Absence Policy

Karen Dresden presented a proposal for a [Leave of Absence Policy](#). The policy as proposed would allow us to re-enroll students who temporarily leave the area and return to DC within 2 years, providing continuity for students and their families. For many students, Capital City is the only school they have ever attended. There are situations that arise when students and families must leave the area for a period of time. Reasons vary from job deployments overseas, a parent taking sabbatical leave, families needing extended visits in their home countries to care for family members or deal with immigration issues, and families needing to relocate for financial and custody reasons. Currently, a student must relinquish their seat at Capital City if they no

longer live in DC. If they return, they must apply through the My School DC (MSDC) lottery process; and given the popularity of Capital City, have little chance of being accepted.

Karen stressed that the policy relates to re-enrollment rather than admissions. The policy would allow us to re-enroll students returning from a leave of absence following our policies, procedures, and deadlines for re-enrollment.

Other charter schools (Yu Ying and EL Haynes) currently have such a policy and My School DC has accepted when reviewing/auditing enrollment. The important thing is that the school follows their own policies consistently.

Trustees asked questions about the proposal and expressed an interest in it being equitable. It is important that an at-risk family have just as much opportunity to utilize the policy as a middle class family. It was recommended that families not be required to request this consideration in advance of departing the area to be more equitable to families who are not able to plan in advance. It was also recommended that discretion be limited so that the policy is applied evenly and equitably.

Karen outlined potential risks/unknowns associated with adopting a leave of absence policy. The Board agreed that we want to minimize risk especially given the climate of scrutiny around admissions. It was recommended that we reach out to Public Charter School Board to make sure that they are okay with us adopting a policy.

It was decided that we would reconsider the leave of absence policy at our next meeting in November. Before then, Nick Rodriguez will reach out to PCSB to discuss. Rochanda and Karen will work to revise the policy to minimize barriers for at-risk families.

SY17-18 School Performance Results

Jake, Karen, and Sarah shared a [School Performance Presentation](#) with information about 2018 results, progress on our strategic plan and priorities for SY18-19.

We will be looking at results by campus. Overall, our Lower School (LS) and High School saw increases in English Language Arts (ELA), and our Middle School saw a slight decrease. All three campuses saw stagnant (LS) or decreasing (MS and HS) math scores. Overall our LEA ELA scores remain slightly stronger than the District average, but our math scores continue to lag. We saw some strong improvement for our English Learners (ELs), Special Education, and At-Risk students this year particularly in ELA.

2018 results for the most part confirm the priorities we set in our [Strategic Plan](#). The positive effects of some strategies were seen like the increase in HS ELA scores and the increases made by our EL and SPED subgroups. The results confirmed the need to continue to focus on math achievement (goal 1 in our plan). We believe we laid some important groundwork last year, but we need to focus more on consistent implementation across the grades.

Math scores-- priority

Governance Update

With Jennifer's departure over the summer and Maggie's daughter leaving CCPCS in August, we currently have ten trustees and only one parent trustee. We are working to add another parent trustee this fall. This will bring us into compliance with an odd number of trustees and two parents. We can work this year to identify additional trustees to build capacity of committees.

Karen and Rochanda will be hosting meetings with parents interested in learning more about the board and the role of trustees. They hope to identify candidates for the full board and committees.

Board Agreements and COI Disclosures

Trustees signed 2018-2019 board agreements and conflict of interest disclosures.

The meeting adjourned to Executive Session at 8:10 pm