



**September Meeting Minutes for the  
Board of Trustees of DC Scholars Public Charter School (DCSPCS)**

Wednesday, September 29, 2021

5:00 pm via Zoom

<https://dcscholars-org.zoom.us/j/94776885637?pwd=ZytOK0pFUFPcZDZsS1I5L2t1eUpoZz09>

**Board Members Present:** Bob Weinberg, Robert Patterson, Crystal Williams, Jackie Lendsey, Andrew Ellenbogen, Parchelle Brooks, Janelle Suggs, Shantania Williams, Evan Piekara (5:10 pm).

**Board Members Absent:** Maegan Marcano.

**DC Scholars Staff Present:** Business Manager Emily Stone, Director of Finance and Operations Colin Welch, Executive Coach Jennifer Leonard (until 6:00 pm), Head of School Amy Helms.

**EdOps:** Vickie Ho, Finance Specialist.

- I. Welcome and Agenda Review
  - a. Mr. Weinberg called the meeting to order at 5:01 pm after taking roll call to determine the presence of a quorum.
  
- II. Chair Updates
  - a. Mr. Weinberg recognized Jennifer Leonard for her service over the past 4+ years and acknowledged some highlights of her time with DC Scholars PCS.
  
- III. Approval of Meeting Minutes
  - a. June 16, 2021 Meeting Minutes

Ms. Lendsey made a motion to approve the June 16, 2021 Meeting Minutes. Ms. S. Williams seconded. Mr. Weinberg conducted a roll call vote. The motion was approved.
  - b. July 13 – 15, 2021 Action without Meeting Minutes

Ms. Lendsey made a motion to approve the July 13, 2021 Action without Meeting Minutes. Ms. C. Williams seconded. Mr. Weinberg conducted a roll call vote. The motion was approved.
  - c. September 14, 2021 Special Meeting

Ms. Lendsey made a motion to approve the September 14, 2021 Special Minutes. Mr. Patterson seconded. Mr. Weinberg conducted a roll call vote. The motion was approved.
  
- IV. Governance Committee Report



- a. SY21-22 School Documents
    - i. SY21-22 Scholar & Family Handbook
      - 1. Governance Committee updated the Board on an addendum to long term suspension policies within the Handbook at the request of DC PCSB.
    - ii. SY21-22 Employee Policies
      - 1. At the recommendation of the Governance Committee, and after discussion, Mr. Patterson moved to approve the SY21-22 Employee Policies. Ms. Brooks seconded. Mr. Weinberg conducted a roll call vote. The motion was approved.
  - b. SY21-22 Committee Goals Tracker
    - i. Ms. C. Williams reminded the Board of the expectations for updating the Committee Goals Tracker on a monthly basis.
  - c. Board Onboarding Handbook
    - i. Ms. C. Williams announced the Board Onboarding Handbook, which will be shared with the Board later this year.
- V. Finance Committee
- a. June 2021 Close Financials

Mr. Ellenbogen provided an oral update and discussed the school's financials for SY20-21, provided in the packet.
  - b. July 2021 Close Financials

Mr. Ellenbogen provided an oral update and discussed the school's financials for the start of SY21-22, provided in the packet.
  - c. Vote for Approval
    - i. Financial Policy Manual

At the recommendation of the Finance Committee, and after discussion, Ms. S. Williams made a motion to approve the Financial Policy Manual. Mr. Patterson seconded the motion. Mr. Weinberg conducted a roll call vote. The motion was approved.
    - ii. Amazon Line of Credit Increase

At the recommendation of the Finance Committee, and after discussion, Mr. Patterson made a motion to approve the Amazon line of credit. Ms. Brooks seconded the motion. Mr. Weinberg conducted a roll call vote. The motion was approved.
- VI. Head of School Oversight Committee
- a. Ms. Lendsey provided an oral report for the Head of School Oversight Committee. Discussion followed.
- VII. Head of School's Report
- a. Ms. Helms provided an oral report related to School Re-Opening and COVID-19, Quarantines, and Staffing Impacts as well as Staff Vacancies. Ms. Helms provided an update on the Theory of Action and how teacher development structures



occur in light of the COVID-19 pandemic, progress to schoolwide goals, and the upcoming 10 Year Charter Review with DC PCSB.

- b. Ms. Helms responded to questions and comments from the Board.

VIII. Closing

- a. Mr. Weinberg announced the need to reschedule the October Board meeting.
- b. Mr. Weinberg thanked the board members for their participation.
- c. Mr. Weinberg made a motion to close the meeting. Mr. Patterson seconded the motion. Mr. Weinberg conducted a roll call vote. The motion was approved, and the meeting was adjourned at 6:47 pm.

*This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at [opengovoffice@dc.gov](mailto:opengovoffice@dc.gov).*