

Board of Directors Meeting

DC Bilingual Public Charter School
33 Riggs Road, NE Washington, DC

In-Person Meeting

Tuesday, June 6, 2023

8:30 AM

Pending Board Approval
[Subject to Change]

MEETING ATTENDANCE

Board Members

Present:

- N. Ramey, A. Robinson, R. Lambert, N. DeVeaux, A. Abbas, A. Zuberi, I. Juarez, M. Holt-Brockenbrough, J. Musgrave

Absent:

- C. Williams

School Leadership:

- Daniela Anello – Head of School
- Christian Yarberry – Chief Operating Officer
- Rohini Ramnath – Principle 3-5

Guests:

- Atima Shahi – EdOps
- John Campbell - Founder/CEO of FundEd Strategies

CALL TO ORDER

N. Ramey called the meeting to order at 8:41 am.

WELCOME

At the opening of the meeting, we had 0 community members in attendance, in addition to Board members, school leadership, and guests listed above.

MINUTES

Board Vote to Approve Minutes: N. Ramey moved to approve the May 2 and May 17th Board meeting minutes as presented in the Board Packet. R. Lambert seconded. Board approved via roll call vote from present Board members.

COMMUNITY COMMENTS

None



HEAD OF SCHOOLS REPORT

N. Ramey invited D. Anello to provide the Head of Schools Report.

D. Anello started the report by describing the Fun Run & Community Festival, which occurred Saturday, May 20th. The event hosted approximately 250 guests and local vendors. The event raised \$67,000. D. Anello described lessons learned. Access photos at the [DCB Facebook page](#).

D. Anello described the May 19th District-wide Spanish Spelling Bee hosted at DCB. Twenty-four students from eight other bilingual schools participated. The co-winners are invited to participate in the National Spanish Spelling Bee competition on June 30 in El Paso, Texas. Also, DCB hosted its 13th annual science fair. All DCB students were invited to showcase their science projects in Spanish to the judges.

D. Anello invited Rohini Ramnath to discuss upcoming events. R. Ramnath started the discussion describing the Asian American, Pacific Islander, Native Hawaiian Heritage Month events and Pride events in June. She continued with an invitation to Board members to attend the 5th Grade graduation ceremony.

D. Anello further discussed J. Musgrave's transition from PTA President to Board members. The new PTA President is Imani Samuals.

R. Ramnath provided information about how the Puerto Rico trip went for the first group. The second group will be leaving for Puerto Rico Wednesday morning. D. Anello also described enrichment activities that have occurred for any children that did not participate in the Puerto Rico trip.

Watch or listen to the [video recording of the Board meeting](#) for more information.

C. Yarberry discussed the staff parking spot lottery after the Finance and Facility Committee report.

COMMITTEE REPORTS

Finance and Facilities Committee

A. Robinson reminded the Board that the first budget conversation occurred in mid-May during the Special Meeting of the Board on May 17th. She assured the Board that there are no changes. Atima will provide more details pertaining to the Mayor's salary increase for teachers. The discussion around drawing down the Eagle Bank loan will continue through the summer and into Fall. That financial decision is not part of this budget discussion.



The budget vote being called at this meeting will be for SY 2023-24 and a conditional budget for SY 24-25, which is required by the DC Public Charter School Board. The Board will revisit the conditional SY 24-25 next year. July 5th is the deadline for budget submission to the DC Public Charter School Board.

The April 2023 school financials were presented first and then the SY 23-24 budget.

A. Shahi reviewed April 2023 financials.

- Currently forecasting a \$125k net income, which is \$79K higher than budgeted
- Forecasting 179 days of cash at year-end
- Achieved budgeted enrollment of 530 students but are being funded for 529. Some variances in special populations largely offset one another, such as 29 fewer LEP students and 40 more At-risk students (which contributes to an amount \$72k less than budget). Also received the Mayor's pandemic supplemental funding of \$98k that was not included in the budget
- Received a higher-than-budgeted SOAR grant allocation
- On track to receive \$95k higher than budgeted before and after care revenue.
- ESSER II and ESSER III (COVID recovery funding) revenue moved to FY23
- Adjusted the fundraising forecast down to \$580K (down from \$630k) based on most recent estimates from FundEd. The fundraising forecast remains above the budgeted number of \$552k.
- Salary expenses of \$8.26M are \$18k higher than the overall budgeted amount of \$8.25M. Higher spending on contracted building services, student textbooks, office supplies, and other professional fees are expected. (variance of \$243k)
- Higher than budgeted depreciation expenses of \$288K, but that does not affect cash.
- Contingency expenses of \$157k remain for any unforeseen spending.
- ESSER grant applications were submitted in February but have not yet been approved by OSSE. Severe delays have been reported by OSSE.

A. Shahi continued with a review of any changes from prior discussions of the proposed budgets.

- Academic and non-academic priorities have not changed since previous discussions.
- Potential funding not included in budget
 - The employee retention tax credit (ERC) is a potential upside not yet included in the budget. If approved, DCB will receive a minimum of 2.1 million (around \$7,000 per employee per quarter).
 - Mayor Bower's FY24 budget proposal for public education which includes a 7.6% retroactive payment for teachers and a 12.5% salary increase.
- Budget displays a net income loss of \$1.64M for FY24 and \$2.5M for FY25. Margins are negative due to high depreciation expenses (\$1.58M) and non-cash lease expenses (\$260k). In addition, the FY 24 year-end cash balance is expected to decrease by \$437k to \$6.89M, which yields 156 Days of Cash.



- The SY 24-25 budget is now detailed in the deck. However, this conditional budget will change entirely.

Additional conversation occurred concerning salary increases for non-teaching staff and ensuring that they also feel appreciated.

Further details can be found in the DCB Board Packet and the [video recording of the Board meeting](#).

Board Vote on SY 23-24 and SY 24-25 Budget

A. Robinson moved to approve the SY 23-25 budget and conditionally approve the SY 24-25 budget. R. Lambert seconded and the Board unanimously approved via roll call vote from present Board members. C. Williams approved via proxy (A. Zuberi).

Governance Committee

N. Ramey introduced a conversation regarding the addition of Elisa Ferrara Gunduz to the Board as a Director.

Board Vote on new Board Director, Elisa Ferrar Gunduz

N. Ramey made a motion to approve Elisa Ferrar Gunduz to begin her term at the annual meeting. M. Holt-Brockenbrough seconded the Board unanimously approved via roll call vote from present Board members. C. Williams approved via proxy (A. Abbas). A. Zuberi approved via proxy (A. Abbas).

Development Committee

John Campbell provided a high level summary of the Development dashboard and provided a summary of the FY 24 fundraising targets.

- DC Bilingual has raised \$558,412.46 to date, exceeding the school's FY23 goal by \$8,412.46. Forecasting around \$600,000.
- The FY 2024 goal is increasing from \$500,000 to \$750,000.
 - A significant portion of this goal is comprised of the \$250,000 charter school program funds DCB will receive. Additional tentative approvals and approvals already account for around 50% of the \$750,000 goal before the fiscal year has even started. Specific strategies are outlined in the report.
 - Risks are identified in the Foundation funding space. Risk can be mitigated with new opportunities in Government funding.

D. Anello discussed opportunities to build community and enthusiasm around DCB's 20th Year Anniversary.

Further details can be found in the DCB Board Packet and the [video recording of the Board meeting](#).



OTHER BUSINESS

The dates for the annual meeting and retreat need to be set. Preliminary meeting for the annual meeting will be set for Friday, July 14th.

J. Musgrave brought up a conversation about a school expansion interest group that is looking to add a middle school to DCB.

Further details can be found in the DCB Board Packet and the [video recording of the Board meeting](#).

MEETING ADJOURNMENT

The meeting was adjourned at 10:20 am

COMMUNITY QUESTIONS/CONCERNS

None