



DEMOCRACY PREP

AT THE STEWART CAMPUS

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Democracy Prep Texas Board of Trustees Meeting

Thursday, September 25th, 2019
1950 Rigsby Ave, San Antonio, TX 78210

Meeting Minutes

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT	GUESTS
Ben Peavy		Virginia Silva (DPSC)
Denise Ojeda		Summer Ahmed (DPSC)
Jonathan Howard (by video)		Sandra Estrada Claflin (DPSC)
Dan Menelly		Natasha Trivers (DPPS)
Kent Anker (by video)		Princess Lyles (DPPS)
		Jackie White (DPPS)
		Anita Ntem (DPPS)
		Collin Raymond (CSBM)
		Karen Daniels (CSBM)

Jonathan Howard, Board Chairperson for Democracy Prep Texas (DPT), called the meeting to order at 6:07 p.m CST.

Public Comments

Kent Anker, Board Secretary and Executive Vice President for DPPS, asked if there were any public comments. Virginia Silva, School Leader of DPSC, noted that Summer Ahmed, one of the Instructional Coaches for DPSC and Sandra Estrada Claflin, Operations Manager for DPSC, will also be joining the Board meeting.

Mr. Anker motioned to approve the Board minutes from August 15th 2019.

MOTION: Motion to approve Board meeting minutes from August 15th 2019.

Motion passed unanimously at 6:12 pm CST.

Network Update

Mr. Anker mentioned that the First Lady of South Korea, Kim Jung-sook, visited Democracy Prep Charter High School on Monday, September 23rd to learn more about how Democracy Prep integrates the Korean language and culture into its instructional learning. Anita Ntem, Alum and Special Advisor to the CEO, echoed that the First lady was pleased to witness and experience the appreciation Democracy Prep has for Korean culture and the impact it has not only on current scholars but on DP graduates as well.

Mr. Anker transitioned to discuss Attuned Partner's strategic growth plan for Democracy Prep and noted that Attuned Partners will be reaching out to the Board to gain their perspectives on some of their inquiries. Mr. Peavy, DPT Board member, inquired about the role of Attuned Partners. Mr. Anker explained that Attuned Partners will look across the network and each region to provide an analysis of who Democracy Prep is and where Democracy Prep should be within a four to five year time frame.

Natasha Trivers, CEO of Democracy Prep Public Schools, joined the meeting by video and added that since Democracy Prep is hitting its 15th year as a mature organization, it is essential that the organization reflects on its growth, and thinks about its audacious goals as well as the stakeholders involved.

She then added that fundraising is a new shift for Democracy Prep. Ms. Trivers clarified that the core DP operating budget will be drawn from public dollars, and the fundraising efforts will assist with programs such as the Global Citizens Program, Alumni Relations and other integral programs that align with Democracy Prep's mission for its scholars to help provide students in all regions opportunities.

Denise Ojeda, DPT Board member, inquired about Democracy Prep Stewart's social media presence and stated her interest in wanting to share DPSC highlights and school news. Mr. Peavy noted the importance of ensuring a balance in having a social media presence given the delicacy of how things are portrayed on social media. Ms. Trivers suggested that the next Board meeting should be an extension of the current focus in thinking about how the Board can play an integral role in DPSC social media presence.

Princess Lyles, VP of External Affairs, discussed the fundraising efforts at the CMO and the regions and noted that the fundraising goal for DPSC is \$365,000 which is 10% of their allocated budget. She also noted that this money will go directly to the schools and would provide financial support in areas that their current budget does not allow for. Mr. Peavy inquired if the budgeting goal for DPSC will also roll over into the next school year and inquired on the specific needs of DPSC.

Ms. Trivers highlighted that most grants are restricted funds, and Ms. Silva added that the additional funds will support what TTIPS and CSP grants have already been supporting. She noted that there are needs for assistance with novel studies and library. Ms. Silva also noted that the funds will assist with providing the 6th graders with field experiences.

Mr. Howard noted that Adam Johnson, Executive Director of Democracy Prep at the Agassi Campus, had a one-pager that assisted in his fundraising campaign and that DPSC should consider adopting a template, pamphlet or a brochure to assist in Stewart aligned goals.

Dan Menelly, DPT Board member, noted his bandwidth in focusing on the fundraising goal may be restricted but he can assist in the providing potential ideas and solutions for this effort.

Ms. Lyles noted that the Board can send some grant ideas, ideas relating to a Board specific target or can share their general expertise in this work.

Legal Update

Mr. Anker had a brief update concerning the *San Antonio Alliance of Teachers and Support Personnel v. Martinez, et al.*

Finance Update

Collin Raymond, Senior Financial Manager of Charter School Business Management, presented DPSC's 2020 fiscal budget.

Mr. Raymond noted that they had assumed a budget for 390 scholars when enrollment target was set for 410 scholars. Currently, the enrollment at DPSC is now 426 scholars which is above their target enrollment. Mr. Raymond discussed enrollment assumptions, HB3 and revenue uncertainties, and grant funding from CSP and TTIPS as well as continuing uncertainty from IDEA and Title I funding. The Board considered the budget and questioned Mr. Raymond.

Mr. Anker moved to approve Fiscal Year 2020 Budget

MOTION: Motion to approve 2020 Budget.

Motion passed unanimously

Mr. Raymond transitioned to discuss BVA for fiscal year 2019. The budget assumes a \$130,000 loss but notes that his best guess on the potential causes could be aligned with changes within the organization, processes that were not in place to help manage the budget as well as late submissions with the TTIPS grant and looking through qualifications and disqualification of the grant. Thus, processes are in place to deal with all the possible scenarios moving forward, and the current plan is to wrap the data up with the auditors.

If needed, the Board chimed in and extended their support in sharing resources to ensure the health of DPSC.

Leadership Updates

Ms. Silva highlighted the increase in instructional growth from year 1 to year 2 at DPSC. She noted that part of this has to do with the shift in the number of first year teachers. Ms. Silva stated that there is also high levels of engagement and student agency in self-direction in the classroom. She added that there has also been more focus on small group instruction.

Ms. Silva also highlighted that enrollment is currently at 426 scholars. There is 95% attendance, and they fully staffed. She also noted some financial updates:

TTIPS amendment submitted
Will amend CSP grant in coming weeks
Capital improvement for courtyard
Professional development for leadership team
Furniture, technology, campus aesthetics

Finalizing Title I Plan

Additionally, Ms. Silva delved into accountability at DPSC in thinking about how data is used to support and inform next steps in addressing instructional gaps in classroom. Her highlights include:

- Submitting Targeted Improvement Plan this week
- Launch of common assessments next week (on monthly basis)
- Data meetings with teachers
- Use of Illuminate software
- Real time data
- Track student progress over time
- Feedback to families

Moreover, Ms. Silva mentioned some challenges and priority shifts to focus on at DPSC which include the following:

- Number of students below grade level in reading
- Class sizes in lower grades
- Students and families in need of wraparound support
- Mentoring opportunities
- Increasing content knowledge in phonics
- Strategic plan for next 2 years
- Mobility

The Board noted their appreciation for Ms. Silva's hard work and also advised her to consider the balance in recognizing her bandwidth in executing some of the current year's tasks.

Mr. Howard motioned to adjourn the meeting.

MOTION: Motion to adjourn the meeting.

Motion approved unanimously at 7:32pm CST