

AppleTree Early Learning Public Charter School Board of Trustees Meeting Minutes
Tuesday, April 28, 2009, 6:00 pm
Riverside Campus – 680 I Street SW, Washington, DC 20024

Trustees present: Liz Daley, Matt Downs, Bridget Bradley Gray, Elizabeth Keys, Celia Martin, Jack McCarthy, Sara Mead, Vince Morris, and Paula Young Shelton.
Management present: Russ Williams and Anne Zummo.

Call to order. After establishing that a quorum was present, Mr. McCarthy called the meeting to order at 6:15 pm.

Consent calendar. Mr. Morris moved to approve the minutes from the March meeting and Ms. Martin seconded the motion. The motion passed unanimously.

Board update. Mr. McCarthy reported that Bridget Bradley Gray resigned from the board, citing time constraints.

Principals' reports. Ms. Zummo reported that she expects to begin the 2009/2010 school year at the Columbia Heights campus with full enrollment. As families make their school choices for next year, the school staff is working to fill any vacancies from the wait list. Ms. Zummo also highlighted that there is very little turnover in the instructional staff, which will be a boon for instructional quality and continuity. Copies of the principals' reports follow these minutes.

Executive Director's report. Mr. Williams reported on the latest city budget and its implications for AELPCS and charter schools in general. He, in conjunction with the Finance Committee, is creating a draft budget based on the current information; the draft budget will be presented at the May meeting. As the city finalizes its budget, specific numbers in the school's budget may need to be revised and presented again to the board.

Finance Committee's report.

- Ms. Gray reported that the Finance Committee has begun the auditor selection process. Several firms, including the school's current auditors, Strack & Stanfield, will be invited to submit a proposal.
- The Chair and Executive Director have completed the job description for the executive director position. The job description will be sent to Trustees for review. The chairs of the Finance, Governance, and Executive Committees, with input from Trustees, will create an evaluation process for the executive director.
- The school continues to be in strong financial position, with income and expenses both in-line. Ms. Gray noted that the ECA after school funds are not being received, but are also not being spent, so there are no budgetary implications. Copies of the most recent financial statements follow these minutes.

Adjournment. The meeting adjourned at 8:15 pm.

Elizabeth Keys
Secretary

The next meeting of the AELPCS Board of Trustees is Tuesday, May 19, 2009, at 5:00 pm at Riverside Baptist Church.