

AppleTree Early Learning Public Charter School Board of Trustees Meeting Minutes
Tuesday, January 25, 2011, 6:00pm
Riverside Campus – 680 I ST., SW, Washington, DC 20024

Trustees present: Jennifer Cohen, Karen Davenport, Bridget Bradley Gray (via phone), Jack McCarthy, Celia Martin, Sharron Meshack, Skyle Pearson, Paula Young Shelton, John Wade, Tilman Wuerschmidt
Management Present: Russ Williams, Executive Director, Anne Zummo Malone, Manager of Academic Programs

Call to order. After establishing that a quorum was present, Mr. McCarthy called the meeting to order. Consent calendar: The board reviewed the November minutes which constituted the last board meeting. Ms. Meshack moved that the minutes be approved; the motion was seconded by Mr. Wuerschmidt. Various points were discussed and clarified, after which the minutes were unanimously approved.

Management reports: Ms. Zummo elaborated on a report she had sent to the board last week in preparation for the meeting. She expounded on enrollment, attendance, open houses, parent education, student progress, and charter review status. She educated the board further on response intervention programs and the frequency of monitoring and adapting such programs. The success which the school is experiencing with RTIs is evidenced by the low levels of children needing special education when they enter kindergarten relative to the experience of DC Public Schools.

Mr. Williams reported that the 5 year charter review public hearing with the Public Charter School Board will occur on Monday February 28th at 6:30 pm. He encouraged all interested Trustees to attend the PCSB meeting. The Middle States accreditation process is progressing; all AELPCS staff are participating and gathering draft accreditation reports via accreditation self-study teams. Construction projects underway include Douglass Knoll, which is progressing, 2 more classrooms at Girard, designs of which are being drawn, and the building permit issues with 12th Street are continuing to be addressed by the pro-bono legal team. Mr. McCarthy mentioned that ATI continues to cultivate relationships with developers and the city. Mr. Williams provided some insight on the enrollment audit and provided an update on staffing. Discussions occurred throughout the report.

Finance Committee Report: Ms Gray reported on a Finance Committee phone call which occurred earlier in the week to discuss insurance, leases and the budget, in advance of the full board meeting. Ms. Gray reported on the board's D&O insurance levels and other commercial, accident, and workers compensation insurance. The committee found the levels satisfactory and suggested no changes to management's recommendations. The terms of the leases were discussed. The lease terms of the Douglass Knoll and 12th Street properties were largely influenced by the bond financing underwriters. There were no changes in the other leases. Since the school is 8 months into its fiscal year, it has greater certainty around its expected final results, and believes the results may vary by 5% or less versus the budget. In response to questions about the ledger entries and covenant equations that resulted from the QSCB financing, Mr. Williams suggested that the material supporting the answers to the

financing covenant questions would be circulated to Trustees within the next week and incorporated into the finance committee reports going forward for quick Trustee reference.

Institutional Advancement Committee: No report.

New Business: None

Strategic Discussion: Mr. McCarthy led a discussion regarding the need for expansion capital for infrastructure growth to be in place before the headcount, and ideally, before the facilities are completed. ATI is in discussions with DCPS about an empty school; the lease term being discussed is shorter than desirable. ATI is also talking with a realtor about an empty commercial facility.

Two trustees attended the governance workshop hosted by the PCSB and reported on the meeting.

Mr. Williams reminded trustees that the next board meeting would be on Tuesday, February 22, at the Riverside campus, at 6 pm.

Adjournment: There being no further business, the Chair adjourned the meeting.

Celia Martin, Secretary