Democracy Prep Baton Rouge

Minutes

Board Meeting

Date and Time
Tuesday April 9, 2019 at 6:15 PM

Location
4055 Prescott Road, Baton Rouge, LA

Directors Present
A. d'Aquin, C. Lamond, E. Campbell, E. Martin, J. Richey, M. Walters

Directors Absent
L. Grover

Guests Present
Andrew Stubbs, G. Chassee, Linda Jones Easton, M. Gieg, Mackenzie Jones, N. Trivers

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order
   E. Martin called a meeting of the board of directors of Democracy Prep Baton Rouge to order on Tuesday Apr 9, 2019 @ 6:07 PM at 4055 Prescott Road, Baton Rouge, LA.

C. Approve Minutes
   J. Richey made a motion to approve minutes from the Board Meeting on 02-26-19. M. Walters seconded the motion. The board VOTED unanimously to approve the motion.

II. School Update
A. School Update
Ms. Michelle Gieg, Executive Director of Democracy Prep Baton Rouge, showcased some of our outstanding teachers, Mr. Johnson, Ms. Anthony, and Mr. Hooker, for the growth seen in their scholars and the individual teacher’s success. Ms. Gieg spoke about the LEAP test and the school’s preparedness for having all valid tests. The school looking to have made gains towards mastery for all of our scholars.
Ms. Gieg went on to say that Democracy Prep Baton Rouge has gone through the process of making sure enrollment matches who is actually attending. The school is also going through ways it can shore-up the culture and finish out the year strong.
Upon looking to next year is having to waitlist certain grades already. Kindergarten is already at 20 applications and growing. As of this week, 5th grade is the lowest enrolled currently, so the enrollment team is prioritizing Kindergarten and 6th grade. This is a good scenario since those are natural breaks in the EBR schools.
Ms. Emily Campbell, Democracy Prep Baton Rouge Board Member, asked about marketing plans for outreach of applicants. Ms. Gieg said that the school has fostered great relationships with Headstarts as well as door-to-door canvassing and community events.
Mrs. Jenny Richey, Democracy Prep Baton Rouge Board Member, asked about when LEAP scores come in. Ms. Gieg shared that Algebra scores will more than likely come in before the end of the school year, and the rest of the scores should come in June.
Ms. Gieg went over academic benchmark numbers since the last board meeting.

III. Network Update

A. Network Update
Ms. Linda Jones Easton, Executive Vice President of Democracy Prep Schools, shared a binder of documents in order to share with the board what exactly the CMO does for schools.
Mrs. Natasha Trivers, Interim Chief Executive Officer of Democracy Prep Schools, shared that most of what can be found in the book is also available on The Crest, a staff website.
Mr. Eddrick Martin, Democracy Prep Baton Rouge Board Chair, asked for more detail about The Crest.
Mrs. Trivers said that it is a staff site where different department can go to find resources designed for their team.
Ms. Easton added that this is used for on-boarding purposes for new employees for becoming familiar with company policies.
Mr. Martin asked if there were any follow up questions. There were no further questions from the board.

IV. Finance Committee Report

A. Finance Report
Mr. Martin introduced Mr. Andrew Stubbs, Interim Chief Financial Officer for Democracy Prep Schools. Mr. Stubbs began by saying he would talk about the next 3 months and the fiscal year 2019-2020. The Budgeted vs. Actual should be done by Thursday. After that, Mr. Stubbs said that he'll be working on the budget for the rest of the school year. He added that it's been difficult to build that budget quickly since the BVA's haven't been made this year up until now. He went on to say that he has been working with Ms. Gieg and the district for completing the immediate and future budgets.
Ms. Gieg added that we are partnering with other charters for sharing buses to save costs for next year. The school is being careful to remove only those programatic items that have little affect on scholars and staff. One of those programatic items are End of Year trips. This year the larger End of Year trips are being consolidated into one trip to Colorado, instead of 4 separate trips.
Mrs. Trivers said that for next year it is a priority that the school builds in those trips back to where they were prior to this year. Those trips are so critical to who Democracy Prep is as a school and how scholars grow. Mrs. Walters, Democracy Prep Baton Rouge Board Member, asked what the timeline is for seeing financials and voting. Mr. Martin said the end of the fiscal year is June 30, 2019 and that May 14, 2019 is when the board would start the process to view and vote, and June is when the board would seek to approve. Ms. Allyson D'Aquin, Democracy Prep Baton Rouge Board Member, spoke about Tier 3 disclosures, due May 15th. Mr. Garrett Chassee, Democracy Prep Baton Rouge Board Liaison, will email the link to the board for submission.

V. Governance Committee Report

A. Governance Report
Ms. Gieg asked what kind of focus the board would like to offer. Ms. Campbell asked to see the rewards structure and EOY trip items. Ms. Walters brought up board retreat and recruitment. She added that the board needs to look at term limits and how to fill those positions or looking at the bylaws to allow for an extension. Mr. Chassee will send bylaws to Ms. Campbell and Mr. Martin so that the board can look into what an extension would look like. Governance committee to go over bylaws, retreat agenda and focuses.

VI. Closing Items

A. Adjourn Meeting
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,
E. Martin