



**Meeting Minutes of the
BDC, A Public Charter School, Inc.
Meeting of the Board of Trustees**

BASIS DC
410 8th St NW

December 9, 2022

Board members present: Tony Axam, Craig Barrett, Chad Colby, Mali Parke, Anne House Quinn and Debbie Veney

Board members absent: Ishmael Wilson

Staff members present and contributing to the meeting: Kristen Jordison, Alex Rose-Henig, Julie Kearney, Pat McGraw, Cody Roth, Shannon Chavez, Michelle Keogh, and DeAnna Rowe

1. Craig Barrett called the meeting to order at 4:41 pm ET
2. The agenda was adopted as presented.
3. **Call to the Public** – DeAnna Rowe provided an overview of the requests received, including a letter signed by multiple parents that expressed concern about the teacher turnover at the campus and related issues. She shared that parents had accepted Carolyn McGarvey's offer to meet with the families in January. Members requesting to speak were provided 2 minutes to address the Board. The following individuals addressed the Board and further described their perspective and concerns: Tracy Gerstle, Cathy Duvall, Mary Rubin, Liz Stevenson, Damon Horn and Gail Arinzeh. Natalie Jackson, a 5th grade team lead for BASIS DC, spoke as a school employee and expressed her view of the past and current culture at the school..
4. **Executive Director's Report** – DeAnna Rowe shared information about expanding the facility and the latest on the expansion amendment process. It has been determined that increasing capacity at the current location by building up is not an option. It is both cost prohibitive and would require relocation for at least a year during the construction. Additional space within walking distance of the campus can be leased. More research needs to be done to determine how much space would provide the desired relief and whether the lease cost, including tenant improvements, would be manageable. DeAnna also shared that DCPCSB has not released the expansion amendment to add primary grades. Demonstrated demand by the school coupled with the current number of quality seats available will likely be factors in the consideration of the amendment, when criteria is released. Based on expected timeframes, BDC is looking at August 2025 as the earliest primary grades could be served.



5. **Consent Agenda** – The Board unanimously approved Resolution BDC23-R05 for the changes to the Enrollment Policy for the 2023-2024 school and the meeting minutes for the September 2 and October 11, 2022 meetings.
6. **Management Report** – Alex Rose-Henig shared the results of the 2022 PARCC and SAT assessments and provided an update on the college application process. He also provided updates on efforts to provide student supports and interventions. Julie Kearney provided an update on the current enrollment and upcoming activities around the upcoming open enrollment process. Pat McGraw reviewed the recent marketing efforts, including advertising on public busses, updates on how the marketing budget has been allocated and the increased activity to the BASIS DC website. Cody Roth provided an update on teacher and staff hiring including the ongoing surveying of new teacher satisfaction, comparison of teacher turnover to prior year, general findings from exit surveys, and recent recruiting efforts. The Board requested summaries of the teacher qualifications of the current teachers providing instruction in math and science courses. John Hillis reviewed current ATF donations and upcoming fundraising events. Julie Kearney provided an update on recent safety drills and the evaluation of campus security including a vulnerability assessment. Shannon Chavez provided an update on the compliance and reporting submissions and follow up for the quarter. Michelle Keogh informed the Board of potential litigation regarding allegations made by a student in 2018.
7. **Financial Report** – Daman Norris reviewed the Q1 financial reports.
8. The meeting adjourned at 6:31pm.

Minutes taken by DeAnna Rowe

Anne House Quinn, Secretary of the Board
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