



BOARD MEETING MINUTES  
THE SEED School of Washington, D.C.  
March 3, 2022  
9:00 A.M. EST

**Attendance:**

Directors

Angelita Buckman  
Vasco Fernandes  
Huck O'Connor  
Lesley Poole  
Desa Sealy  
Raj Vinnakota  
Eric Vinson

Absent

David Steinberg

Staff

Vincena Allen  
Keniq Coney  
Curtis Durham  
Eriel Holloway  
Kendra Johnson-Tesch  
Jubria Lewis  
Chloe Marshall  
Hopi Moodie  
Brian Rahaman  
Christopher Rooks  
Sherita Wallace

Secretary of the Meeting

Marjorie Howard

Call to Order

Ms. Desa Sealy, Board Chair, called the meeting to order at 9:00 A.M. Ms. Sealy welcomed everyone to the meeting.

Consent Agenda

A motion was made to approve the Minutes from December 2, 2021; the board minutes were passed unanimously.



### **Parent Board Member Candidate**

Ms. Sealy provided the board with background information regarding board recruitment and compliance activities. She explained that two parents were vetted to fill an open parent representative seat on the board of trustees. Ms. Trameece Jefferies was selected from the two candidates for recommendation. After those who participated in the vetting process spoke about Ms. Jefferies interest in serving and the value her parent voice would bring to the board, Ms. Sealy asked for a motion to recommend Ms. Trameece Jeffries as an additional parent board member. It was moved, seconded, and unanimously approved to recommend Ms. Jefferies for approval. This recommendation will be shared with the SEED Foundation Board.

Ms. Sealy also reported that she and Dr. Rahaman are in conversations with Education Board Partners who will work with our board to assess our needs and help recruit new board members over the next several months.

### **Head of School Update**

Before providing an update Dr. Brian Rahaman reminded the board that this meeting is an open meeting in accordance with the Open Meetings Act and that this meeting is also being recorded.

Dr. Rahaman shared the following objectives of the meeting.

- Vote on new parent board member
- Review current academic performance, and Senior Class Update
- Review Student Life Program Update
- Provide updates on enrollment, finance, and debt conversation
- Review special project next steps

### **COVID Health Updates**

Dr. Rahaman reported that we are in the best place we have been all year in terms of COVID case numbers internally. Our internal COVID case numbers continue to decline with only two reported cases in the month of February. Dr. Rahaman concluded that we continue to implement internal protocols which include universal masking, daily health screenings, weekly asymptomatic testing, and protocols put in place in compliance with CDC and OSSE guidance.

### **Staffing Updates**

Dr. Rahaman gave an update on staffing vacancies. To date, we are at 96 percent fill rate for direct service positions. He further reported that we were able to achieve this by redesigning the schedule and modifying caseloads for individual teachers to cover vacant staffing roles.



## **SY21-22 LEA Board Update**

Dr. Rahaman directed the board to an email received from the DC Public Charter School Board (DCPCSB) and provided the following highlights from the Mid-year unvalidated data that was provided in the above-mentioned email. Dr. Rahaman reported that according to the data, we have exceeded the required school performance goal score on the Performance Management Framework (PMF) by 16%. We also met all conditions outlined in the 20yr. review process including grade levels served, enrollment caps, entry points, and meeting our school performance goals. He went on to highlight that our retention rate for SY21-22 of 83.4% is the highest retention rate we have had in over 5 years. This rate is 14% higher than last year and 20% higher than two years ago.

## **Student Performance**

Mr. Curtis Durham shared three data slides that showed course performance data and shared the following student performance metrics:

- 136 students (61%) passed all their courses during the first semester of this school year and another 34 students passed all but one course during the same semester.
- 80 of 136 students who are passing all their courses are girls even though they only comprise 52% of the total student population.
- 89% of students passed all their courses last school year.
- 78% of 11<sup>th</sup> grade students have the lowest pass rate

Mr. Durham reported that the first semester for the school year has ended, and the course performance data suggests we are in a solid position, but with the need to support some students with interventions. We are working to identify the root causes of the problem for individual students, as well as examine grading practices to ensure consistency across classrooms and grade levels. Through these processes, he hopes to learn why students are failing and take the necessary actions to improve student outcomes by the end of the third marking period.

Mr. Durham also shared slides on interim assessments and course grades. The data he shared on these slides showed the average percentile by grade and subject (Math and Reading) from the Winter MAP assessment administered in December 2021 and from Semester 1 course grades. Slides also compared achievement percentile by special population status. Including Lexile levels of general education students and students with learning disabilities.

- SEED students performed better than 38% of test-takers in Math and 33% of test-takers in reading.
- 30% of our 9<sup>th</sup> and 10<sup>th</sup> grade students receive specialized education services. The average achievement percentile for our special population students is about half of the general education students.
- SEED students are in the 65<sup>th</sup> percentile in Math growth from Fall 2020-Fall 2021 to Fall 2021 to Winter 2021
- SEED Students are in the 33<sup>rd</sup> percentile in reading achievement, and in the 44<sup>th</sup> percentile for reading growth from Fall 2020 – Fall 2021 to Fall 2021 to Winter 2021



- In terms of Lexile levels, the average 9<sup>th</sup> grade Lexile level is 876L and the average 10<sup>th</sup> grade Lexile level is 888L. the expected Lexile range for 9<sup>th</sup> grade is between 1205L and 1520L.

The progress on math learning and achievement, due to our math improvement efforts, which includes a double block for math resources, a Math Lab during the Student Life programming, and Saturday Math Scholars Program where students work on math problems aligned to the PARCC exam.

Raj Vinnakota, Desa Sealy, and Lesley Poole inquired about the relationship between course grades and test scores. Dr. Rahaman along with Ms. Kendra Johnson-Tesch explained the use of the assessments compared with curriculum and how they align and do not align with one another. MAP tracks growth while PARCC provides an indication of how students perform on grade-level standards and compared to their grade level peers from across the District. All three are necessary tools to understand student learning progress.

### **Student Life**

Mr. Christopher Rooks presented the board with an array of videos depicting students actively participating in afterschool, SEL, Virtual and SPARK programming. He provided the following updates:

#### Athletics

All 3 of the basketball teams advanced to the playoffs! The boys and girls junior varsity teams advanced to the semi-finals, and the boys varsity team advanced to the league championship game. Although all three fell short at the championship level we are incredibly proud of their accomplishments. Spring sports include track, football, and baseball.

#### Student Government Association (SGA)

This student-led group planned and implemented winter homecoming activities. This was a week-long calendar of school-wide activities that included dress-up days and pajama day. There were daily trivia challenges, TikTok challenges, and Karaoke/lip sync night. Mr. Rooks shared a video of the students in action during the Karaoke. He also shared video of 11th grader Aziya Goldens original spoken word composition entitled “Hey Beautiful Black Girl” during the Black History night activities.

#### Community Service Compliance

Mr. Rooks reported on the 100 hours of community service hours to graduate rule for all DC schools. Thanks to a partnership with Martha’s Table and with the collaboration of the academic team, 95% of our senior class are on target to complete this requirement. He shared photos of students organizing food pantries, packaging food, and supporting food deliveries.



### Falcon Theatre

The award-winning Falcon Theatre is back and its first production since the COVID stay-at-home order will be Madagascar, Jr. - Musical Adventure which is scheduled to open at THEARC in April.

### SPARKS

Mr. Rooks also showed photos from the Put It On Paper spark where students transformed a space into an art gallery to showcase their art with light jazz and hors d'oeuvres.

### Peer Group Connection (PGC)

This student-led program trains 10th and 11th grade students to be peer mentors to 9th graders. The purpose of the program is to help 9<sup>th</sup> graders make a successful transition to high school and to develop the leadership skills of upperclassmen. Mr. Rooks highlighted one of many activities where peer leaders are facilitating a discussion on the importance of peer mentorship and civic engagement. Mr. Rooks emphasized that PGC is student-led.

Ms. Sealy congratulated Mr. Rooks on having a strong program for students after their academic day. Using the gift of time to keep students engaged even during this time is huge and commended him on having great programming.

Mr. Vinnakota – Asked what percentage of students participate in SPARKS and what is the level of engagement? Dr. Rahaman shared that 100% of students are engaged in SPARKS programming, they do different types of SPARKS depending on their individual interest. He also shared that 30-40% of students are in cheerleading, dance, and sports and that there were over 35 students who came out to an information session to participate in the theatre SPARK. Mr. Rooks stated that he will work on collecting the data requested by Mr. Vinnakota and will have the numbers to share by the next board meeting.

### **Finance Update**

Mr. Huck O'Connor provided a general finance update stating that the school continues to be on very solid financial footing, financial revenue is only modestly off-budget, and cash is very strong at \$9.8M.

Mr. O'Connor reported on the finance committee's discussion regarding the status of our existing loan in the amount of \$1.7M which currently has an undrawn revolver attached and a balloon payment of \$900K due at the end of 2024. The finance committee recommended that we pay off the \$900K balloon payment. The board unanimously approved.

Huck O'Connor made a motion that the board adopt the finance committee's recommendation to pay off the \$900K balloon payment while leaving the credit facility and revolver in place. It was seconded and unanimously passed. This approved recommendation will be shared with the SEED Foundation finance committee.



Dr. Rahaman reported on the next school year's budget timeline. He and Ken Arndt have been working on developing the budget with department heads and should have it worked through by April. We will share it with the finance committee for approval and then share with the full board in May. The final approval will occur on May 27, 2022 at The SEED Foundation board meeting.

### **Enrollment**

Dr. Rahaman reported that we currently have 222 students enrolled with an additional 3-5 students pending the completion of their paperwork which will bring our enrollment to 225. The deadline for admitting students during the current school year is March 18, 2022.

SY2022-2023 Recruitment as of February 18, 2022, we've received 211 applications for the 9th and 10<sup>th</sup> grades through the My School DC Lottery application system. Students can and will still apply throughout the spring and summer months, but the early applications are a sign that students are still interested in SEED as a school choice. And we currently have 31 students on the waitlist for the 11<sup>th</sup> and 12<sup>th</sup> grades. Our goal is to enroll 250 students during SY22-23.

### **Special Projects**

Dr. Rahaman reported that the project is still in front of us, and the next step is to develop a detailed program design for the multi-media project and take it back to the architects. Ms. Poole said to get in contact with Sean Regan – Manager of Campus Development for the SEED Foundation. His expertise could be helpful. Dr. Rahaman agreed to reach out.

### **Adjournment**

The meeting was adjourned at 10:50 A.M.