



The SEED School of Washington, D.C.
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Board Meeting Minutes
The SEED Public Charter School of Washington, D.C.
Thursday, September 28, 2023
9:00 A.M.

Attendance:

Directors

Vincena Allen
Angelita Buckman
Robin Chait
Holly Gray
Roseyn Hood
Desa Sealy

Absent

Erikka Carter
Trameece Jeffries
Huck O'Connor
Lesley Poole
David Steinberg
Raj Vinnakota
Eric Vinson Sr.

Staff

Rahima Abdullah
Kenneth Arndt
LaMar Bagley
Nichole Best
Beverly Bradley
KuWanda Brathwaite
Keniq Coney
Victoria Evans
Eriel Holloway
Rashida Holman- Jones
Kendra Johnson- Tesch
Gerardo Luna
Jason Mellen
Chloe Marshall
Hopi Moodie
James Mosby
Christopher Rooks



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Woodrow Scott
Anshay Tull

Secretary
Marjorie Howard

Call to Order

Desa Sealy, Board Chair, had each board member present state their names and then called the meeting to order at 9:00 a.m. Ms. Sealy welcomed everyone to the meeting.

Approval of Minutes

Desa Sealy made a motion to approve the minutes from May 25, 2023, board meeting and asked for a seconded, motioned not seconded motion failed.

The board minutes went out late therefore the board did not have an opportunity to review them prior to the meeting. Ms. Sealy instructed the board to review the minutes and be prepared to vote at the next board meeting.

First Quarter Objectives & Overview

Ms. Sealy provided the following information as her first quarter objectives:

- A meet and greet of the new Head of School Ms. Roseyn Hood
- Moving forward board meeting will be held in-person
- Onboarding of new board members
- Reinvigorate board committees

Head of School Updates

Ms. Roseyn Hood, new Head of School who is in week 5 of her time at SEED. Ms. Hood shared Roseyn Hood begins her 29th year as a public educator with a career that has included work in three states in positions spanning from the classroom to the national level. Most recently, she served as the Evansville Vanderburgh School Corporation's Chief Diversity, Equity, Inclusion & Belonging Officer in Southern Indiana. Prior to relocating to Evansville, Ms. Hood resided in Denver, Colorado serving for 3 years as the Associate Commissioner of Strategic Partnerships & Innovation for the state's Department of Education, and for 2 years as Director of Operations for Denver Public School's Beacon Network Schools. Ms. Hood also shared her life quote, and her observations and insights for this first quarter and provided the following information:

- An Executive Assistant has been hired and will start on October 3, 2023
- Observations and insight and her top four priorities
 - (1) Developing strategic communication practices
 - (2) Building community and increasing involvement



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- (3) Implementing structures/systems for success
- (4) Facilitating academic growth and advancing achievement
- Staff theme - Mission Possible maximizing our 24/5 environment
- Open intentional communication with families through family meetings, Sunday dinners with the HoS

Ms. Hood provided the following glows:

- Enrollment numbers
- Sound financial status
- Familial conversations
 - Ms. Hood has spoken with about 25 families so far and we are having family meetings and scheduling Sunday dinner with the head of school)
- Historical protocols
- Scholar potential
 - Making space to have conversations with all SEED PCS scholars via individual conversations with every senior and small group conversations with freshman, sophomores, and juniors.
- Flexibility/Options

And the following Grows:

- Acceptance of average
- Mindset
- Lack of systems
- Leadership voids
- Shifts in teaching profession
 - Increased the class sizes that reduced total number of teacher openings from 9 to just over 3
 - Met with Dean of Education of Howard University who are excited about placing student-teachers with SEED PCS next semester
 - Ms. Hood spoke at an African Americans in Education class 10-12 undergraduates are interested in what they can do to work with your students

Ms. Sealy paused the Head of School report for questions, Ms. Buckman added that Trinity University provides continuing education courses for teachers in our area and has extended certification programs and could be an additional partnership for SEED PCS.



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Top Four High Priorities This Year

1. Developing Strategic Communication Practices
 - o Ms. Hood developed News from the Nest that goes out to parents on the weekend its both philosophical and what is next.
 - o The Falcon Follow up which is a text message that will be a push out to all scholars to remind them to pack 5 uniforms and the activities for the week.
 - o Improve internal communication between staff i.e., who needs to know what, do we have a common calendar, leadership team information trickle down looks like, etc.
2. Building Community and Increasing Involvement
 - o Every scholar be actively involved in at least three activities beyond the classroom
 - o Having staff crossover in both student life and academics having staff stay later to have dinner with students, having student life provide support during the academic day and ensuring that students know they have 24/5 support.
3. Implementing Structures/Systems for Success
 - o Resurrecting our effective systems put in place in the past and discovering how to hold adults accountable for follow through on these systems.
4. Facilitating Academic Growth and Advancing Achievement
 - o Making sure students know about right fit colleges
 - o Making sure staff messaging is aligned with what we are about
 - o Making sure our messaging to parents is aligned with who we are and where our scholars are headed and that is college
 - o Ensuring that first generation parents have the information needed on what the path to college looks like and what is needed the steps to ensure that their scholar is prepared for college
 - o Teaching students how to track their own achievement through data by having data walls in every classroom so students can track their own growth, and learn to set goals
 - o How do we hold ensure that these data walls are kept up to date and how do we hold adults accountable to ensure that this is happening in every classroom
 - o Full inclusion of students with IEP's and providing Multiple Tier Support System (MTSS) for all students.

Ms. Allen along with Ms. Sealy commended Ms. Hood on all the positive work she has done in her first 5 weeks at SEED PCS.



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SEED Reads! Literacy Program

Last year SEED PCS received a substantial three-year Comprehensive Literacy State Development (CLSD) grant. And Mr. James Mosby, and Ms. Victoria Evans, Reading Specialists shared information from year one SY22-23:

- Program focus
 - Explicit-direct instruction for scholars to enhance and improve literacy skills across all subject areas.
- First Year Participants
 - 40 Scholars (9th and 10th graders)
 - Scholars participated in daily reading intervention for one hour per day.
 - MAP scores improved tremendously in reading
 - Attended off campus exposure events that promoted literacy
 - Every quarter each scholar selected a novel of their choice to instill the love of reading on their own.
- Goals for SY23-24
 - Analyze MAP test data to identify scholars for targeted instruction.
 - Use MTSS framework to meet goals
 - Promote literacy schoolwide
 - Improve basic and advanced reading skills
 - Demonstrate SEED PCS Core Values displayed in a story/quick passage for students and teachers to read and discuss for comprehension on a weekly basis
 - Enhance scholars critical-thinking skills
- Stop, Drop, and Read
 - Implement schoolwide evening reading initiative
 - Evening Focus – defining scholars’ destiny and advancing SEL skills
 - Evening Reading Tuesday and Thursday 7:00PM-7:30PM
 - Books chosen to read by the entire dormitory are Letters to a Young Sister: Define Your Destiny and Letters to a Young Brother by Hill Harper to help build character and literacy skills.

Ms. Hood added that the goal is to intentionally infuse literacy interventions throughout the 24/5 day. The goal is to have the passage read by all adults on campus and for the adult to identify weekly someone who stands out in that area and they will receive a book of their choosing and then monthly we will identify a group from each grade level to go on a celebration of ,literacy



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trip to Busboys and Poets, and to Barnes and Nobel on the campus of Catholic University and, spend the day at the Howard University Library.

Student Life

Mr. Christopher Rooks, Assistant Head of School Director of Student Life presented the vision of the Student Life program, cultivate a community of exceptional learners who are equipped with the necessary tools and skills to thrive academically, socially, and emotionally. We strive to empower our students to become influential college-bound learners, fostering positive change in their communities and beyond.

- Student Life Goals for SY23-24
 - Accelerate Learning
 - Develop Social and Emotional Life Skills
 - Cultivate a College-Bound Culture

Mr. Rooks expressed gratitude for the SEED PCS staff that worked collectively with the Student Life leadership over the summer, along with external partnerships to ensure that SEED PCS are leveraging its 24/5 model. This collective process has resulted in the following program initiatives:

- Program Sessions
 - Tutor Partners – 6 tutors between the hours of 8AM-2PM where they will do in classroom tutoring across content area and 1PM-7PM small group, one-to-one and credit recovery tutoring.
 - IXL Intervention
 - Life Enhancements Services
 - Habits for Achieving Lifelong Success
 - Becoming a Master Student
 - Conflict Resolution
 - Circle Up!
 - Tumaini SEL Curriculum
 - College Knowledge and Experiences

Mr. Rooks completed his report by sharing with the board photos of students participating in SEL programming in action and afterschool activities.

Enrollment Update

Rashida Holman-Jones, Director of Family & Community Engagement shared:

- 264 students currently enrolled
- 250 budgeted enrollments
- 3 slots are available for 9th graders
- 10th grade enrollment is on hold



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- 9 9th graders on the waiting list
- 20 10th graders on the waiting list

Ms. Holman-Jones added that if needed a mid-year entrance could be an option. However, she is confident that we will meet our enrollment goal of 250 by the enrollment set day of October 5, 2023. Ms. Holman-Jones went on to report successful enrollment numbers.

- 81 new freshmen scholars
- 20 new sophomore scholars

Students are still applying, and we are fill spaces as they become available.

Enrollment Audit

Ms. Holman-Jones reported on the enrollment audit process, the process is now completely digital, so the document upload will only include residency verification forms and proofs provided by families. A physical count of students no longer occurs. The official date of the visit, set by OSSE, is October 18, 2023. The final audit of the enrollment count number will be released by December 2023.

Recruitment

Ms. Holman-Jones reported that recruitment for 2024-2025 is underway and it begins with communication she reported that they are using the following recruitment tools:

- School Visits:
 - 5 Parent Ambassadors and 11 Student Ambassadors
 - DC Scholars, Meridian, Kimbell
 - DC Dream Center
- Communication:
 - Weekly Family Announcements/New from the Nest
 - Monthly Meetings
 - Resources
 - Networking Events in wards 7 and 8
 - Social Media/Bus/Metro
- Re-Enrollment Rate
 - 81.3% This is not a final rate.
 - Goal 90%

Experiential Learning and External Opportunities



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Dr. Bagley reported the goal of Experiential Learning and External Opportunities is to support scholar leadership, creativity, civic engagement, cultural awareness, and career and life preparedness within our school model. He went on to report on the 5 focus areas

1. **Enrichment Experiences** – scholars will be provided with opportunities to enhance their academic and student life experiences and outcomes through tutoring services, SPARKS, clubs, exposure field trips, sports, creative and performing arts, and career development.
2. **Global Experiences (Domestic and International)** – scholars can travel outside of Washington, D.C. and interact with a culture and/or region different from their own (Greece, Jamaica, and Ghana) and engage in authentic real-world learning experiences afforded by the off-campus experience.
3. **Internship and Work Study** – scholars can practice life skills, social emotional competencies, and career readiness through supervised work in a professional or organizational setting.
4. **Leadership** – scholars will be assisted in identifying leadership opportunities at SEED DC and throughout the DMV region that enable them to apply the skills they are learning in H.A.L.L.S. and SEL curricula.
5. **External Opportunities** - scholars can access a curated list of opportunities that will enable them to explore their interests throughout the school year and during the summer to include study abroad, summer camps, college campus experiences, competitions, scholarships, student matinees, and more.

Throughout the year, the Office of Experiential Learning and External Opportunities will also support the SEED DC community in establishing positive and successful school-community relationships with outside organizations, partners, and community members to enhance the scholar experience. Dr. Bagley highlighted the new partnerships

- The police department and the cadet paid internship program.
- Tutoring Partners that were reported on in Student Life report

Dr. Bagley continued to report by sharing with the board photos of students participating in global experiences of 4 scholars and 2 chaperones went to Brazil for an eight-day sports, arts experience and 10 scholars and 2 chaperones traveled to Greece for a full immersive Greek history and culture experience, and 1 scholar received an art and culture focused full tuition month long scholarship to Ghana. He went to report of student experiences at the upcoming SPARKs and SPARKs fair where students will choose the activities, they will participate in this school year.

Student Support Services

Ms. Nichole Best reported on the team that makes up the student support services department which includes (1) Special Education Coordinator, (3) Social Workers, (1) Psychologist, (1) Registered nurse, (1) Licensed Nurse Practitioner and (1) Department assistant. Ms. Best went on to report on SEED PCS fully inclusive learning environment to support the 58 students with IEPs and 7 students with 504 plans. SEED PCS has increased our academic supports in the co-taught learning environments by adding paraprofessionals to each class for all grades.



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IXL software was purchased to aid in designing effective lesson plans inclusive and data-based interventions.

Ms. Best reported on community partnerships:

- One Common Unity to provide additional social emotional supports to scholars during the academic day using creative arts
- Life Enhancement services to provide additional social emotional supports to scholars during the Student Life programming
- Us Helping Us to provide onsite sexual and reproductive health support to all scholars

Ms. Best concluded her report Universally, we are seeking to shift the mindset of all members of the SEED DC community from one that identifies a scholar's inclusion in one or more of our Special Population designations, to a comprehensive mentality that celebrates and embraces the immeasurably powerful potential of SEED PCS' unique 24/5 programming model and the extraordinary amount of access we have to our scholars.

College Success

Ms. Anshay Tull, Director of College Success Programs reported on the objectives of her department and the visibility of a college atmosphere by hanging pennant of right fit colleges throughout the academic building. Ms. Tull went on to reported on the following scholar data

- Application Data
 - 49 Students have identified and listed 624 colleges/universities using the Common Application
 - Naviance Class of 2024 Snapshot Data. 45.3% students have submitted application
 - A total of 165 applications have been submitted using the Common Application CRM as September 26, 2023
- Scholarship Data
 - 24 Stared DC-Cap Application
 - 13 Submitted Phase 1 Application
- Postsecondary Progress Data Class of 2023
 - 49 Total Seniors
 - 36 Enrolled in 4-year college
 - 24 Enrolled in Right Fit College
 - 1 Enrolled in 2-year college
 - 13 Not Enrolled

Ms. Tull shared information timelines on fall planning that includes college tours, fairs, scholarship opportunities and family college counseling nights and FAFSA night. Ms. Tull completed her presentation by share photos of students at a variety of college fairs.



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Finance

Ken Arndt introduced the new Network CFO Gerardo (Jerry) Luna he will be providing the finance reporting moving forward. Ken then went on to report of the financial status of SEED PCS. At the end of June, we budget \$112,000 worth of net income and we are over \$1 million most of that has to do with the per pupil revenue. We budgeted 49 SPED, we actually had 65 SPED for the 2023 fiscal year. The expense came in close to budget and if you look at the balance sheet, we ended the year with \$6.7 million which is \$800,000 better than last year and that's with us paying off our debt. We are debt free for the first time in 25 years.

The Audit started this week, we expect to have the audit report issued by December 1, 2023.

From the budget standpoint we have 250 enrolled, we have 67 SPED we usually go a little above that. Once the audit is completed, we will re-forecast. Teachers will receive the increases at 5% in addition to the money from OSSE.

Mr. Luna will be work with Ken until the end of the year and there will be a discussing Ken's involvement next year. Mr. Luna has been there for a week and has hit the ground running.

Adjournment

The meeting was adjourned at 11:09 a.m.