



Ashé

Preparatory Academy

**Ashé Prep Board Meeting – Minutes  
April 9, 2019**

- ❖ Location: Ashé Prep Office at 11625 Rainier Avenue South Seattle, WA 98118
- ❖ Call to Order: 5:32 pm
- ❖ Present
  - Board: Casey Castello, Ed Jefferson, Derrick Johnson, Debra R. Sullivan, Marjon Way-Bonkanna
  - Staff: Fa'izah Bradford, Monique Harrison, Diana Robinson,
- ❖ Guests: Evelyn Cook
- ❖ Absent
  - Board: Khavin Debbs, Jim Valiere
- ❖ Core Value Discussion/Check-In
  - Umoja (Unity) – To strive for and maintain unity in the family, community, and nation
  - Kujichagulia (Self-Determination) – To define ourselves, name ourselves, create for ourselves, and speak for ourselves
  - Ujima (Collective Work & Responsibility) – To partnership internally & externally on behalf of other people's children
  - Nia (Purpose) – To know the purpose of our lives and bring our people to greatness
  - Ku'umba (Creativity) – To do always as much as we can, in the way we can, in order to leave our community more beautiful and beneficial than when we inherited it
  - Imani (Conviction) – To believe in ourselves, our peers, our families, and our communities
- ❖ Public Comment - None
- ❖ Review March Minutes – No Changes
- ❖ Curriculum
  - Monique Harrison and Evelyn Cook walked through and explained the Ashé Preparatory Academy Curriculum and Instruction Overview
  - The Board is encouraged to add their content/process recommendations by the end of next week (April 19, 2019), so it can be finalized by May.
  - It was recommended that a sample study packet is prepared for families to review/engage.

## ❖ Budget Review

- Monique Harrison walked through the 10-year budget. Post year 5 when Ashe' Prep is a full capacity (450), there is no escalator on the student enrollment, however, escalator does occur for staff salaries and COLA
- At 90% enrollment, we do not currently have any ELL students. We have students who are bilingual and trilingual, but the language spoken at home is English.
- Questions/Considerations:
  - How did we come up with the salary structure - ensuring stronger possibilities for recruitment and retention?
  - On the topic of retention: What are ways that we can acknowledge founding staff to help reward this extremely heavy lift?
  - How is SEBB (statewide insurance plan) going to impact our school contribution?
  - It was suggested that the Board reserves the vote/approval until committees are in place to review from committee perspectives.

## ❖ Belonging Policy (plus vote to approve if ready)

- This conversation moved to May agenda in the interest of time.

## ❖ Governance Structure

- Executive Director - It was recommended that Debra Sullivan become the Executive Director as early as May 1 instead of July 1, reporting to the Board. Khavin Debbs, current Vice Chair, has been approached about the possibility of becoming Board Chair. He has expressed interest, effective July 1, 2019.
  - The proposal was made that Debra Sullivan assumes the Executive Director role effective May 1, 2019. Debra will speak with Khavin Debbs to see if he is able to assume Board Chair effective May 1, 2019.
  - A special meeting may need to be called to vote on the Executive Director and Board Chair roles.
  - Derrick Johnson is working on a job description for Executive Director.
- Committees - Descriptions, Org Charts, Responsibilities - Derrick Johnson is sharing a folder with the Board to weigh in. Debra R. Sullivan will add a form for skills and talents.
- Ashé Community of Schools, LLC - This has been created by Debra R. Sullivan. This structure will allow the LLC to absorb capital debt and avoid the school from incurring capital debt.

## ❖ Facilities Update

- Community Bible Fellowship has asked Ashé Prep to draft a Letter of Intent. The biggest challenge/question is can we stay there for three years?
- We may need to lease additional space for portables and/or parking.
- We will likely need to pay money for a traffic engineer, King County agencies, legal services, etc.
- The timeline for the probable lease approval by the church was shared. The church is scheduled to vote at the end of April.
- Debra R. Sullivan has met with two lawyers who we might retain to assist us with the commercial lease process.

- Tenant Improvement are estimated over \$600K
- Debra R. Sullivan met with John Taylor from King County to begin talking about facility space for longer-term facility use.
- After the lease is drafted, it should be finalized in seven days - in time for the next Board meeting.
  
- ❖ Funding/Fundraising Update
  - New Schools Venture Fund - presentation was made Monday, April 8, 2019. The timeline for their funding response is end of April.
  
- ❖ Principal's Report
  - Teacher interview process is underway. In-person interviews will occur Monday, April 15.
  
- ❖ Other
  - Monique Harrison needs F-1's from the Board by April 12, 2019
  - Casey Castello is meeting with someone from Noble Charter Schools to get advice for fundraising. She needs names of potential funders (This was homework given to the Board).
  
- ❖ **Next Meeting: May 14, 2019**
  
- ❖ **Meeting Adjourned: 7:33 pm**