



Ashé

Preparatory Academy

Ashe' Prep Board Meeting - Minutes

Date: May 14, 2019

- ❖ Location: Ashe' Prep Office at 11625 Rainier Avenue South Seattle, WA 98178
- ❖ Called to Order by Dr. Debra R. Sullivan at 5:33 pm.
- ❖ Present:
 - Board: Casey Castello, Khavin Debbs, Ed Jefferson, Derrick Johnson, Debra R. Sullivan, Marjon Way-Bokanna, Jim Valiere
 - Staff: Monique Harrison, Diana Robinson
- ❖ Guests: Carla Rogenmuser, Parent
- ❖ Absent:
 - Staff: Fa'izah Bradford
- ❖ Core Value Discussion/Check-In
 - Ed - Nia
 - Debra - Imani
 - Casey - Imani
 - Derrick - Kujichagulia
 - Khavin - Kujichagulia
 - Monique - Imani
 - Jim - Imani
 - Marjon - Kujichagulia
- ❖ Public Comment - None
- ❖ Review April Minutes
 - The Board voted to approve the draft minutes of the last Board meeting held on April 9, 2019, as amended. The amendment was a change to the title.

❖ Curriculum (Vote)

- Curriculum documents were in board google docs for all to review
- Moniques indicated that the curriculum will be on the website for Parents to review
- Derrick stated his questions have been answered
- Discussion followed.
- Casey asked if there were other curriculums board should review for best practices; Derrick stated that Monique has done that and that the curriculum will be a great start but still can be developed over time. He doesn't think anything substantive needs to be added now, but the staff has to be trained to deliver at a high level. Marjon added that curriculum should be seen as a framework and a set of tools.
- Discussion followed.
- Casey stated we should be sure to provide enough context for parents so they know we are not reinventing the wheel
- Jim moved that the curriculum be approved for year one; seconded by Marjon. Approved with no opposed, no abstentions.
- Debra will draft a more formalized board approval process for changes to the curriculum and will align the values and rubric with the goals for students.

❖ Policy Approvals (Vote)

- Policy documents were in the board drive for all to review
- Questions/Considerations:
 - Ed asked if all required forms have been submitted to date? Yes
 - Marjon has not reviewed the policies and would like more time for review
 - Khavin needs more time to review
 - Casey asked for extension as well
 - Debra will start an email thread asking for the vote so that board members can reply before the end of the month; email should include a link to the policies
 - Also discussed the use of personal emails for board business.

❖ Budget Review and vote was not on the agenda so it will have to be put on the agenda for the next meeting.

- Any questions should be sent to Monique so that any changes or adjustments can be made before the next meeting.

- ❖ Khavin had to leave the meeting at this time. Casey asked if he could send in his names for fundraising today.

- ❖ Governance Structure
 - Executive Director - Derrick and Debra, as the governance committee have drafted a job description for the Executive Director and would like feedback from the other board members. After others join the governance committee, the job description will be presented to Debra and the governance committee will oversee Debra's performance. Derrick asked for help on the governance committee. Ed volunteered to join. Derrick will also ask Khavin to join the governance committee.
 - Board Positions - Debra indicated that board appointments should be done by the governance committee. Nominations should be sent to Derrick so that they can be pre-vetted and then the entire board would vote. She also asked that the board review the board inventory document when considering nominees.
 - Derrick will make the board inventory document into a google doc so board members can inventory themselves.

- ❖ Facilities Update
 - Questions/Considerations:
 - 500 Building did not want a school in their space and viewed us as a start-up
 - Prefer space in 98178 area code
 - Looking for something ready to go in August as a temporary space while we pursue 1 acre lot on North Rainier Avenue. It is pad ready and the owners want us there. Need to check into permits for portables and get the process expedited
 - Looking for temporary space for 6-8 months, space for 1-5 years then a permanent space
 - Still looking at RVL former space on Othello, St Pauls in Skyway and checking with Archdiocese for any Catholic school building that might be available
 - Other items discussed
 - Impact's offer to help
 - Giddens school may not be moving in time
 - Lake Washington Girls School
 - Community Bible Fellowship had wetland issues so fewer portables meant not enough space for classes; would have taken more parking space than church wanted to give
 - Early learning sites

- Renton School District/Albert Tally site - Debra to try again
- Soar building in Tacoma/Families might be lost
- City of Renton/Permits/Who handling this?
- Jenn's building - Debra will ask her
- Seattle Housing Authority re: RVLA- Debra will follow up with Jordan Brandon's father at Seattle Housing/Jim will provide contact information
- Also looking in North Kent, Tukwila and Des Moines
- Local Boys and Girls Clubs - Debra will check
- Catholic Community Services (Evelyn Allen) - Debra will check
- Permitting time frame
- Portables time frame
- Risk of timing for permitting/portables
- Derrick offered to come to Seattle to help - Debra suggested that all board members should forward any possible sites for us to check out or contacts we could check with
- Derrick stated the push for the board and the goal of Ashe' is to make sure we have a school ready to open in August.
- We must notify the commission by July 1st, their no go date
- If not secured by June 11th, board will need to vote on no go date

❖ Fundraising/Development Update

- Casey indicated she sent information about structure and fundraising targets, messaging and next steps for board
- Each board member needs to send names of 3-5 individuals they can talk to about Ashe', and who can possibly help with resources, networks and/or money
- Board members should connect with these people in June
- List will spark other names to cultivate
- Board give or raise goal for 2019-2020 is \$2,500; of which portion can be given and portion raised including In-Kind gifts
- Ed asked about big donors; Casey replied board needs time to discuss how to approach big donors. Board will have a suite of tools and take time to go over them and how to use them
- Derrick added we currently have Paypal on our website but we may need to Ashe' it.
- Debra stated that the Strategic Plan includes what she and Casey have developed.
- Debra stated we may look into developing a 3 fold flyer

- ❖ Principal's Report - Due to time Monique will defer to the June meeting for her report, however she asked that the board review the Certificated Employee salary levels developed by Fa'izah. They need to be voted on.
 - 175 pre apps so far; 111 full packets received - we expect many more as soon as building is secured

- ❖ Other - Casey stated she appreciates every one on the call and the team and thanked the visitor Carla for joining us. Carla stated she looks forward to Ashe's opening and said thanks for what is being done as it is needed. Debra thanked Carla as well.

- ❖ Next Meeting: June 11, 2019
- ❖
- ❖ Meeting was adjourned at 7:32 pm.