



Ashé
Preparatory Academy

Ashé Prep Board Meeting – Minutes
June 11, 2019

- ❖ Location: Ashe' Prep Office at 11625 Rainier Avenue South Seattle, WA 98178
- ❖ Called to Order by Debra R Sullivan at 5:34 pm.
- ❖ Present:
 - Board: Khavin Debbs, Ed Jefferson, Derrick Johnson, Debra R. Sullivan, Jim Valliere
 - Staff: Monique Harrison, Diana Robinson
 - Guests: Briana Spates
- ❖ Absent:
 - Staff: Fa'izah Bradford
- ❖ Core Value Discussion/Check-In
 - Debra - Ujima
 - Ed - Imani
 - Jim - Ujima
 - Derrick - Ujima
 - Monique - Ujima
 - Khavin - Imani
- ❖ Public Comment - NONE
- ❖ Review May Minutes
 - The Board voted to Approve the draft minutes of the last Board meeting held on May 14, 2019 with no amendments.
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- ❖ Contract Approval
 - Puget Sound Educational Service District – Back Office Support
 - Washington School Information Processing Cooperative – Skyward School Management System and Business Management System

Monique gave overview of contracts and indicated; another WISIC contract will be coming. Discussion followed. Monique said she and Fa'izah have been working with PSESd to ensure our back office is handled properly. PSESd will support us in the things we do not have the capacity to do.

Derrick asked how the fees compared with other providers? Discussion followed.

Derrick asked how long we would need to use PSESD? Monique said at least the first three years since we won't have a CFO until year three. The CFO would then help us develop our own systems and processes.

Derrick asked what percentage of the operations budget the contracts would take. Monique stated that \$45K was budgeted for business services so the contracts represent 6 to 7% of the budget. Derrick stated that he wants to help the board think about when we approve these types of things how they affect the budget for the future.

Jim asked how the PSESD contract has to be paid. Monique said PSESD will back charge after we start getting our funds from the state. They will charge us monthly or quarterly. Derrick asked if they will be handling payments to teachers? Moniques said PSESD will handle payroll, retirement, benefits, SEBB and etc..

Derrick made a motion to approve the contracts as presented; seconded by Ed. All in favor. No abstentions. No oppositions.

- ❖ Facilities Update - Debra gave an update on the use of the facilities at New Beginnings (NB). Originally we were looking at co-locating but now with the closure of Excel we are in a position to be the only school in the space. Debra stated that she talked with Terrance from NB and Pastor Braxton and the church is excited to have us there. It would benefit the church and Green Dot. It could possibly come complete with everything we need. NB will be looking at what next steps could be. Debra told NB that the commission, staff, board, & families want us to open. And that we have 125 out of 150 students and can probably get more once we have a school address. NB likes the idea of younger children in the building. We are waiting to find out if it will be a sublease from Green Dot or a new lease directly with the church. A new lease seems cleaner but we don't want to pay the full amount that Green Dot owes since we will not be using all the same space. They used 14 classrooms while we need 8. Green Dot was paying \$110K over 13 months \$110K. Our budget is \$216K. Discussion followed.

Derrick suggested that this is the best option without extensive renovations and thinks more space than we think we need can be a good thing. He added that If it's within our budget there is no need for hard negotiations but do the best we can. The sooner we get this nailed down the better.

Debra added that if we sublease from Green Dot we can pay less. Additionally, if we sublease we can use the furniture and copiers and etc. for a year and decide later if we want to buy them. Debra stated that Pastor Braxton will decide what works best for the church.

Derrick added that he has talked with Green Dot about buildings and space not being used. There are two possible spaces, Othello and another a little further South that could be for longer term. He suggested Debra could look into this as a member of the community.

Derrick stated there might be less issues if Ashe' can get a new lease. He wants to make sure the board and the school has control over our use of the building and that we have a direct relationship with the owners.

Monique stated we also have the option of getting furniture donated through IRN - The Reuse Network. They donate furniture across the country. They sent us a list of items. Derrick suggested that if green dot furniture meets our needs, let's go with that. However if IRN stuff is better get that now. Monique says we need to check the furniture to see how it will fit our needs.

Ed asked if Debra has a feel for how Green Dot wants to go? She says she is not sure but it's cleaner if we have our own relationship with the church. Debra says we indicate our pros and cons and in the end we go with what the landlord decides. TT green dot about the furniture and find out what we can get from IRN. Check to see if desk are adjustable. May have to store items from IRN.

Derrick asked about distance? Transportation? Monique said we have an RFP out for transportation but need an address. Debra stated NB is 15 minutes from Creston Point and Skyway Library which are our target areas. Also we would be going against traffic. Our Eastside family can get on 405 to get to the school.

Casey joined the meeting

Casey stated that a sublease could be favorable as terms are already understood. A new lease creates a possible bid situation and a change in price. Derrick state it is prudent to make sure our intent is to least same space at the same price or less space at a lower price.

Derrick also recommended that we put WA Charters on notice. Debra says she has. She will also email church and Bree.

Ed asked about a contingency plan if enrollment drops? Debra said our contingency is busing to help parents get children to school. But, we don't think we will lose any families because of the transportation. Discussion followed.

Ed asked if we lose families, how does it affect our funding allocations? Debra said we may lose a few but we may gain a few as well. Monique and JT will be attending the EXCEL family meeting tomorrow night. Debra added that we are funded on our July 15 enrollment. In January we'll get more money if we have more kids but if less kids, we'll have to pay some back. Monique stated that per the commission we will start with 150 as our student count. Debra added that WA Charters said to be conservative so we don't have to give back any money.

Briana Spates a parent joined the meeting.

Derrick asked Briana her thoughts about Ashe" at NB. She has a cousin who was at the school. She thinks it is a great location and she knows the pastor. Jim indicated that he knows the pastor as well.

Debra stated that NB was our 1 year plan with a 1 year extension if needed.

Part II of our plan is a lot owned by the Solhal brothers just south of our office. They have offered to work with us to put portables on the land and let us be there for 5 years. We need to get the zoning changed for school. They love the idea of our school being there as we grow. It is right down the street from our office, across from the Renton Airport and next door to St Vincent de Paul. We will start negotiating this once we get NB settled.

Part III is working with the county to find land for building our PK-12 forever home. Derrick stated we need to find our forever home asap. He suggested the Green Dot building at Othello Station is zoned for school and that they are looking for a secondary school to be there. He thinks this is an option to engage with them about housing our school there. Also since Ashe' will have a secondary school. He thinks it's worth talking to RAZA . A second option is a building that Green Dot had on their list that is 7 minutes away from that space. It is already zoned for a school. He doesn't have the address at this time. He suggest that Debra as a connection in the community may have an in for getting into one of those buildings. Debra asked if our forever home would be in South Seattle and not Skyway? Derrick said it would be close to Skyway.

Debra stated that our ability to do a capital campaign will change once we get our school open. Then we will get people who are interested and more involved.

Jim stated he knows the Braxtons very well. Discussion followed.

Derrick asked if there should be a deadline on when we want to have a least? Debra said Juneteenth. However it will depend on if it's a new lease or a sublease. She will let all parties know that if it's in our budget we want to make it work. Derrick again reiterated "the same type of lease for the same price". Debra said she will let our attorney and real estate agent know this.

- ❖ Fundraising/Development Update (?) Casey gave the background for the Raise or Give board policy. It has been recommended that each board member give or raise \$2,500 per year. This is a standard process for being a member of the board. It was established by the Finance and Development committee to adhere to best practices. Derrick added that it would be Give, Raise or Donate. Debra added this means give of your time, talent and/or treasure. It is not meant to be a burden for anyone. Debra explained that this could include volunteering/engaging with students, giving money or fundraising and talent would be doing something with your talents to benefit the school, like photography. We would also be asking the same of our parents. Everybody gives of their best.

Khavin asked how it translates into the \$2,500? Discussion followed. Debra stated we would figure out what \$ amount the real compensation translates into. She stated that we

want people to do a combination of the time, treasure and talent. Debra asked if \$2,500 was a good amount? All agreed it is a good place to start but that there is no limit to how much you can give.

Derrick moved that the \$2500 a year Give and Get for board policy be approved. Seconded by Jim; All in favor. No opposed. No abstentions.

Derrick added that once we get the lease he would like to know the projects needed to get school ready and he will go out to companies where he has connections to try to get corporations to be involved with the projects.

Briana stated that she would like to participate from her job and she has clients who might be willing to help.

Debra mention we will also be working on the Ujama 1000, which is 1000 people donating \$100 a year for 10 years to raise \$1 million dollars.

Casey reminded the board that she still needs names of possible donors from several board members. She needs these names so the board can begin to talk about and brainstorm who are our connections and how to approach possible donors. She has only gotten a list from three board members. She asked if there was a reason people were not providing their list. If they were not comfortable or something else. Casey stated this is the beginning of our work.

Derrick state he will guide the conversation in Casey's absence. He stated we want to keep our eyes on this. As committees are formed we want to be accountable to the collective work. Derrick will circulate the link again for names by Friday end of business. Derrick apologized for sending his list in late. Debra added that this an ongoing work as we need to continue to cultivate our donor base. Khavin asked if Casey needed contact info or just the names. Derrick said to put name, title and short profile in the list.

- ❖ Principal's Report - Monique gave enrollment update. Derrick asked if we need a lottery for any grade. Debra said no. We need the rest of the people who have applied to fill out enrollment packets. JT has called all that are not enrolled. We are still having info sessions and inviting more 1st graders. Debra stated we may be over enrolled in Kindergarten and 6th grade. Ed asked if it would be appropriate to have enrollment information tomorrow at the EXCEL family meeting. Monique said yes for 6th graders. Discussion followed.

Monique stated that in completing our state packets today we updated the board policy 2161P on special education. She asked the board to look at it again. Revisions were made to add responsible entities to specific portions of the policy, not not any policy changes. Diana Marker from WA Charters helped us with this. The revised version is available for review. We need new approvals by June 19th.

Monique mentioned the 6th grade leadership training that will be happening July 27 & August 3.

Monique mentioned that we had two \$1500 donations for shirts for every student. One donor is anonymous the other is Ed U education consultants.

Derrick asked about the January board discussion on uniforms. Monique stated that the parents voted on the uniform policy. They want uniforms and wanted a variety of colors for the shirts along with khaki pants and closed toed safe shoes. They wanted the public to know Ashe' students. Derrick suggested we encourage parents younger grades to send their kids to school with lace less shoes. Derrick wants to know average cost so he can donate uniforms. Derrick will donate gift cards for bottoms. He will also look for in kind donations from his friend at The Gap. Ed asked how many uniforms kids are being asked to have.? Discussion followed about washer and dryer at school, extra uniforms or clothes in case kids have accidents. Monique mentioned that we also have Ashe' t-shirts that can be loaned.

- ❖ Debra wanted to mention how parents came to find us. We asked and 67% of our families heard about Ashe' through word of mouth. We didn't do a lot of knocking on doors because we are more relational. Also we had a family apply from China; they are moving back to Seattle. Note we have 98% students of color. We don't know the % FRL yet but can get info after July 1st.

Ed asked about IA's. Monique we have hired 5 of 7 teachers and 3 of 4 para's.

Casey & Derrick asked for any names to fill additional board seats. We can have 7 to 9 board members. Prospects for board position must attend 2 meetings. We will consider any names we get but ask you to only send names of people you feel strongly about.

Derrick will send an overview of the ED job description for the board to review and vote on so Deborah can be voted in as ED beginning July 1 and we will restructure officers after Debra's move to ED.

- ❖ Next Meeting: July 9, 2019
- ❖ Meeting was adjourned at 7:39 pm