



Ashé
Preparatory Academy

**Ashé Prep Board Meeting – Agenda
July 9, 2019**

- ❖ Location: Ashe' Prep Office at 11625 Rainier Ave So, Seattle, WA 98178
- ❖ Called to Order by Dr. Debra R. Sullivan at 5:39pm
- ❖ Present:
 - Board: Ed Jefferson, Debra R. Sullivan, Marjon Way-Bokanna
 - Staff: Fa'izah Bradford, Monique Harrison, Diana Robinson
 - Guests: None
- ❖ Absent:
 - Staff:
 - Board: Casey Castello - Maternity Leave, Khavin Debbs, Derrick Johnson, Jim Valiere,
- ❖ Core Value Discussion/Check-In:
 - Ed - Faith (Imani)
 - Marjon - Kujichagulia (Self-determination)
 - Debra - Unity (Umoja)
 - Fa'izah - Nia (Purpose)
 - Monique - Unity (Umoja)
 - Diana - Purpose (Nia)
- ❖ Public Comment: None
- ❖ Review June Minutes
 - June 11, 2019 minutes were reviewed; there were not enough board members to vote on approval.
Discussion on enrollment cut off dates and reimbursements followed.
No suggested changes to the minutes.
- ❖ Organizational Salary Survey - Monique suggested that the presentation be tabled until there is a quorum to vote on it; Fa'izah recommended that we not wait for the next meeting as salaries are time sensitive with prospective staff; Debra said if Khavin comes on there could be a conversation. Postponed another board member joins in tonight or until an executive meeting can be scheduled.
- ❖ Executive Director Position - Debra recommended we may need to postpone until another board member joins in tonight or an executive meeting can be scheduled.

❖ Facilities Update and Long-Term Plan

- One-Year Plan - At new beginnings for 1 year; signed the lease as we did not find anything alarming however the attorney is reviewing the information; team met with NBCF recently; we are leasing from Green Dot not the church so clarification of some lease items was done. Want lease to start in July so we can get settled in. From 7/15 to 7/31 we will be sharing the space with Green Dot and NBCF and are not paying rent for that time.
- Five-Year Plan - Possible site for 5 years; we need to figure out who are the specialist and etc that we will need to get the property ready for our use. Need to make a list between now and September so we can source our target community. We would like to source Skyway so we need time to do that. We didn't have time previously so we would like to do this now for the 5 year plan. (All vendors we may need) Coming up with a strategy then working with WA Charters and RAZA Development Fund (which could fund our permanent home). WA Charters Dev provides money for tenant improvements (5 year plan).
- Kevin LeClare from King County Land Use - Debra met with him and told him we were interested in land; vision for pk-12 vision, would like land in Skyway; county doesn't build community centers but if they could find a partner, Ashe' would like to be a part of the partnership. We would have to strategize around that. We could possibly co-develop with the land owners
- Ten-Year Plan - Need to start engaging in some strategic planning; what do we need to think about, plan and launch a capital campaign. What do we do for our 100 people giving \$100 a year campaign; endowment, or what would we want it to be.

Ed asked where our tentative residence would be after NBCF; Debra stated it would be the lot on Rainier Avenue.

Monique asked about a one-year extension at NBCF; Debra stated we would have to make a new lease with the church.

Discussion followed about building maintenance and repairs which are already covered in our current budget.

Discussion followed about board member best fit on specific committees.

❖ Principal's Report

- Enrollment - Monique referred to enrollment July 9th update sent by JT; need 24 1st graders to make 2 classes; Report will be filed in the Ashe' Prep Board Agenda and Minutes
Ed asked about a contingency plan for the additional 1st graders if we don't hit 150 due to the first graders; Monique stated we will get funded for 150 we stated; Ed asked about a grade split; Monique stated we should not have to have a split; Debra added that Diana Marker suggested we state what we have if not 150 so we don't have to budget to pay \$ back; Debra suggested Monique talk with Diana Marker so we can establish if we want to pay back or get funds later. Monique will call Diana Marker when we are done.

- Staffing - Six teachers accepted; 1 phone interview on Monday and have opened para-educator jobs due to salary issues; we have one para and need four; Discussion followed about paraeducators; trying to get them in before PD starts. We need seven classroom teachers and 1 special ed teacher; Ed asked if any of the para's will be special ed; Monique stated 1; Debra added that there is a para training as part of a general certificate of which para's can get the special ed and ell certification. There is state funding for it to pay the Para-educators but it is unclear if charter schools can access the funds otherwise the PSESD may offer the training. All para-educators are required and will eventually have spec ed and ell certification. Fa'izah added if people can spread the word about all positions open positions including substitutes, they are listed on the Ashe' website. Marjon asked if we are cultivating a volunteer pool, Monique stated yes it is on our website. Substitute teachers will get Ashe' prep teacher training so they know the culture; Volunteers may not go through the training, Discussion followed about volunteers going through WATCH for background check. Monique stated that parents make up the majority of our volunteer pool at this time. Marjon mentioned possible retired teachers and said we should think about a volunteer coordinator for long term. Ed reiterated the substitute pool will also need to be trained on the Ashe' culture. Discussion followed
- Upcoming Events/Dates - July 20th Founding Families Celebration at NBCF site; no babysitting; July 27 & August 3rd - Learning Day for 6th Graders -Understanding leadership roles; Aug 5th through Aug 23 Professional Development for all staff - August 26th Opening Day of school, will be a community event.
- Professional Development - Monique shared PD plan. It is happening August 5 through August 23; August 16 staff is asked to attend the Skyway Block Party; last two days 8/22 & 8/23 will include True Measure Collaborative for special trainings. Discussion followed about TMC and what they provide; Marjon asked if it was certificated, Debra said yes; Marjon asked if the training was open to parents or volunteers; Monique said no - only available to actual staff. Monique is meeting with WA Charters next week to make sure everything is covered in the professional development time. Marjon asked if that will count as trauma informed training. Per Monique, that will be covered in a separate section
- ❖ Other: Ed asked about shelves he has available; Monique said yes we want them.
- ❖ No other board members joined the meeting so the two items that needed board approval will be handled in an executive session at a time that will be set up as soon as possible. Fa'izah mentioned the salary update also includes a position for a kitchen server; Discussion followed about getting budget into the OSPI system, We need to have a public hearing at the 8/13 board meeting to approve our budget and this includes the salary schedule so it is important to get it all taken care of quickly.
- ❖ Next Meeting: August 13, 2019
- ❖ Meeting was adjourned at 6:48pm