



TWO RIVERS BOARD OF TRUSTEES

January 11, 2022

Call to Order

Chair Zachariah called the January 11th Meeting of the Two Rivers Board of Trustees to order at 6:04 PM via Zoom. Chair Zachariah opened the meeting by explaining that the meeting would be held per the Open Meetings Act and be recorded.

Roll Call

Board Members

Aswathi Zachariah, Chair	Present
Malik Husser, Vice Chair	Present
Eli Schlam, Secretary	Present
Saumil Shah, Treasurer	Present
Jenny Bradbury, Trustee	Present
Kimberly Eddings, Trustee	Absent
John Phillips, Trustee	Present
Derek Pierce, Trustee	Present
Nick Rodriguez, Trustee	Absent
Ahna Smith, Trustee	Present
Matthew Steenhoek, Trustee	Present
Penelope Thornton Talley, Trustee	Absent
Theo Thompson, Trustee	Present
Kristina Kyles-Smith, Executive Director and Ex Officio	Present

Others Present

Gail Williams, Chief Operating Officer
Kenneth McCants-Pearsall, Chief Academic Officer
Aurora Steinle, Chief of Staff
Tricia Eisner, Senior Director of Development
Michelle Kimso, Executive Assistant
Khizer Husain, Director of External Relations
Cara Williams, 4th Street Parent
Paul Lopata, Middle School Parent
Annamarie Lopata, Middle School Parent

Approval of Meeting Agenda

The Board unanimously approved the January 11th meeting agenda.

Executive Director Report

Khizer Husain, Director of External Relations, started this meeting section giving an overview of a Voice of America published story featuring Two Rivers on universal Pre-K as part of its reporting on the Build Back Better Act. The Act includes an endorsement for high-quality education for 3- and 4-year-olds. The article was published on November 5th, 2021, and centered on two teachers at Two Rivers, Ms. Helen Gasperetti and Ms. Sherrie Nesbitt. The board then watched the corresponding [video news recording](#).

Executive Director Kyles-Smith thanked the community for its partnership before and after winter break. The school closed two days early in December and returned virtually for the first week. The changes allowed school leaders to implement a test to return policy before students and staff returned to classrooms. Additionally, the school closed on one of the intended virtual days due to snow. Chief of Staff Steinle reported that the school's COVID team tested 550 students and staff at Two Rivers COVID test sites. The team identified 80+ positive cases. The test to return policy led to reduced quarantines. When opening school, 11% of students and staff were quarantined, including five lead teachers. Executive Director Kyles-Smith shared that staff are stretched thin, and we must continue to implement relief with teacher mental wellness at the forefront of our thoughts. Executive Director Kyles-Smith is also beginning to organize summer school options, in-depth walkthrough of facilities, ensuring that families feel safe and comfortable onsite, and accessing remote learning when needed.

A discussion followed regarding the most significant takeaways, including all hands on deck, timely guidance to families, and the importance of systems such as google classrooms. Two Rivers also tracks student vaccination rates and plans to hold a vaccination clinic at the Middle School on January 22.

Board Committee Reports

Finance Committee

Treasurer Shah shared that Two Rivers had a clean audit, the new Senior Director of Finance will start in two weeks, and they are looking at allocating more money for staff.

Chief Operating Officer Williams presented the following Memo shared with the Board in advance:

- **Budget Re-forecast** - School leadership and the Two Rivers Board of Trustees Finance Committee have reviewed the re-forecasted budget. COVID heavily influenced the re-forecast. Both federal funding and staff expenses increased. The most significant changes included a 17-day decrease in cash on hand and an enrollment shortfall of 31 students.
- **Recommendation** - The re-forecast is accurate and strongly represents the budgeting needs for the remainder of this fiscal year. Two Rivers recommends approval of the budget re-forecast.

A Board of Trustees engaged in a discussion regarding enhanced monitoring of contracts and cash on hand. The finance committee will collaborate with the school team to ensure that Two Rivers remains on budget, strategic, and flexible for the remainder of the year.

Following discussion, the Board unanimously voted to approve the re-forecasted budget.

Governance Committee

Secretary Schlam shared that the governance committee is beginning to think about board recruitment. The committee also discussed structural governance changes to increase engagement with students, staff, and families.

Development Committee

Trustee Phillips shared that the Beyond the Basics Campaign raised \$85,000, which was above the goal of \$50,000.

Academic Excellence

Chief Academic Officer McCants-Pearsall shared that OSSE released this year's DC School Report Card. It does not include the traditional STAR rating due to the State assessment administration adjustments for the 2020-21 school year. It does include attendance and enrollment demographic data.

Adjournment

The Board meeting adjourned at 7:33 PM.

Prepared by:
Michelle Kimso/s/
Executive Assistant

Submitted by:
Eli Schlam/s/
Secretary