



TWO RIVERS BOARD OF TRUSTEES

October 7, 2024

Call to Order

Chair Trembl called the October 7th meeting of the Two Rivers Board of Trustees to order at 6:04PM at Young Elementary School. Chair Trembl opened the meeting by explaining that the meeting would be held per the Open Meetings Act and recorded. Chair Trembl then announced that Kimberly Eddings resigned her position as Trustee. He thanked her for her several years of contributions to the Board and Two Rivers Community.

Roll Call

Board Members

Gregg Trembl, Chair	Present
Erin Sheehy, Vice Chair	Present
Elle Carne, Secretary	Present
Ben Robins, Treasurer	Present
Kimberly Eddings, Trustee	Absent
Lauren Hamilton Edwards, Trustee	Present
Elaine Hou, Trustee	Present
Malik Husser, Trustee	Present
Alvincent Hutson, Trustee	Present
John Phillips, Trustee	Present
Derek Pierce, Trustee	Present
Jessica Proffitt, Trustee	Present
Ahnna Smith, Trustee	Present
Cara Williams, Trustee	Present
Aswathi Zachariah, Trustee	Absent
Belicia Reaves, Executive Director and Ex Officio	Present

Others Present

Michelle Kimso, Executive Assistant
Aqueelha James, Chief Academic Officer
Mary Gornick, Senior Director of Human Resources
Gail Williams, Chief Operating Officer
Bridget Jackson, Chief of Staff
Guye Turner, 4th Street Elementary Principal
Ashley Stone, Middle School Principal
Megan DeRitter, Young Elementary Principal
Faisal Awwal, Trustee Elect
Cheryl Wilke, Attorney

Approval of Amended Meeting Agenda

Trustees Phillips and Pierce were not present, all other Trustees voted to approve the agenda.

Approval of September 19th Minutes

Trustees Phillips and Pierce were not present, all other Trustees voted to approve September 19th minutes.

Executive Director Report

Executive Director Reaves started her report by sharing an overview of the start of the school year with strengths in academics and professional learning. She further shared the enrollment update in which Two Rivers had enrolled 1,022 students with the targeted number of 1,028 students with the budget being built off of 1,020 students. She confirmed that the final student count would be available after 2 weeks.

ED Reaves then gave an update on DC-Cape Assessment Data from the Spring of 2024. In ELA, 30.6% of students met or exceeded grade-level expectations, with 24.5% approaching ELA expectations. In Math, 20.6% of students met or exceeded grade-level with 24% of students approaching expectations. For comparison of both ELA and Math performance, Two Rivers is outperforming DC Public Charter School Sector in grades 3, 4, and 8 when looking at students who received scores of 4 and 5. The strategies for score improvement largely lay within the Strategic Plan Goal #1, including targeted professional learning, improving extensions and interventions, and establishing a culture of data.

A discussion was held on meeting enrollment numbers and DC CAPE results.

Strategic Plan Update

Senior Director of Human Resources Gornick, Principals DeRitter, Stone, and Turner updated the Trustees on the progress of the Strategic Plan Goal 2, which focuses on strengthening the Two Rivers Culture of crew to support the whole community. The team shared the metrics that were measured and an overview of the heat map of which was predominantly amber green and amber red. Additionally, the heat map showed one red metric in the capacity rating of the designed access for all strategy and one green metric in the progress rating of the talent management strategy. A discussion was held around the progress being made on the goal.

Finance Committee Report

Treasurer Robins presented the following memos which were shared with the board in advance:

- Contract for Applied Behavior Analysis Services - Two Rivers used the services of the companies in the below table in FY24. Rates for FY25 were solicited and increased/decreased usage (if any) was considered. The contracts were previously procured in compliance with DC Public Charter School Board requirements and are therefore eligible for renewal without further procurement.

Contractor	Service	Rate Increase	FY24 Cost	FY25 Cost
W.L. Gary	HVAC Service Agreement	3% increase	\$27,379	\$28,200
Ameritas	Employee Dental Insurance	no rate change	Estimated cost from December 2023 through November 2024: \$52,000	Estimated cost from December 2024 through November 2025: \$52,000 (note that these premiums are 100%-employee paid)
MetLife	Voluntary Life Insurance, Short-Term Disability and Long-Term Disability, Vision Insurance	no rate change	Estimated cost from December 2023 through November 2024: \$90,000	Estimated cost from December 2024 through November 2025: \$90,000 (note that a portion of these premiums are employee-paid)
Kaiser	Health Insurance	9.5%	\$1,152,965	Estimated cost from December 2024 through November 2025: \$1,262,497 (note that a portion of these premiums are employee-paid) . The average overall Kaiser increase is approximately 5.5%, and \$1.39M was budgeted for FY25.

- Recommendation - It is recommended that Two Rivers continue to use the listed vendors. They continue to be effective,affordable partners.
- FY24 Purchases Exceeding \$25,000 Open Up Resources In FY24, Two Rivers modified its curriculum to include EL Education modules, requiring the purchase of materials in support of that change. In September, 2023, Two Rivers purchased EL curriculum materials, including EL modules and Skills Blocks, from Open Up Resources, a non-profit company which is the exclusive publisher of the EL Education curriculum with additional curriculum purchases made throughout the year.
At the time these purchases were made, Two Rivers understood that all of this cost came under the umbrella of the EL Education contract, which was approved by the board in June 2023. However, Open Up Resources is considered an independent entity from EL Education and thus requires board approval for purchases exceeding \$25,000. Because all the goods in question were copyrighted curricular materials, the PCSB considers this an Exempt contract, and an RFP procurement search would not have been required.
- Recommendation - Two Rivers requests approval of the purchases of EL Education curricular materials from Open Up Resources at a cost of \$95,026 in FY24.
- FY24 Purchases Exceeding \$25,000 The Math Learning Center - In reviewing the end of FY24 vendor actuals, Two Rivers has discovered that the cumulative expenditure with our math curricula vendor, The Math Learning Center (TMLC), exceeded \$25,000. Two Rivers

purchased TMLC materials throughout the year, a batch of purchases in June caused our cumulative expenditure to increase from approximately \$18,800 to approximately \$32,000.

- Recommendation - Two Rivers requests approval of the purchases of math curricular materials from The Math Learning Center at a cumulative cost of \$32,184.74 in FY24.

Trustees unanimously voted to approve the memos.

Development Committee

Trustee Phillips thanked everyone who attended the 20 year celebration festival and those who bought tickets to the 20th gala. He highlighted that the gala would feature Bisi Oyedele, EdForward CEO, as keynote speaker, have founders in attendance, and celebrate and create memories to grow upon. The fundraising will be flat for the event though there will be a moment created within the program to fundraise from. It will also feature student emcees and alumni.

Governance Committee

Secretary Carne presented the following memos which were shared with the board in advance:

- New Trustee - The recent resignation of Trustee Kimberly Eddings left the Board with an even number of Trustees at 14. In order to be in compliance with the bylaws, Two Rivers Board of Trustees Bylaws require an odd number of Trustees. Two Rivers' Governance Committee, has decided to invite Faisal Awwal, current member of the Finance Committee to join the Board.
- Recommendation - It is the recommendation of the Governance Committee to add Faisal as a Trustee.

Treasurer Robins was not present, all other Trustees voted for Faisal Awwal to join the Board.

Secretary Carne also reminded Trustees that the application to join a board committee was open until October 24th and they were encouraged to share the application amongst their networks.

Closed Session

Treasurer Robins was not present, all other Trustees voted to move to Closed Session under Open Meetings Act OMA (b) (10) Personnel Matter.

Treasurer Robins, Trustees Hutson, and Smith were not present, all other Trustees voted to end the closed session and adjourn the meeting.

Adjournment

The Board meeting adjourned at 8:04PM.

Prepared by:
Michelle Kimso/s/
Executive Assistant

Submitted by:
Elle Carne/s/
Secretary