



TWO RIVERS BOARD OF TRUSTEES

September 14, 2026

Call to Order

Chair Carne called the September 14, 2026 meeting of the Two Rivers Board of Trustees to order at 6:02 PM at Two Rivers Middle School with a quorum of Trustees present. Trustee Thomas was not present. Treasurer Awwal and Trustee Pierce arrived at 6:07pm. Chair Carne opened the meeting by explaining that the meeting would be held per the Open Meetings Act and recorded.

Roll Call

Board Members

Elle Carne, Chair	Present
Mike Jacobs Jr., Vice Chair	Present
Alyssa Brunner, Trustee	Present
Faisal Awwal, Treasurer	Present
Elaine Hou, Trustee	Present
Derek Pierce, Trustee	Present
Nicole Smith-Jones, Trustee	Present
Rachel Stafford, Trustee	Present
Raj Thomas, Trustee	Absent
Belicia Reaves, Executive Director and Ex Officio	Present

Others Present

Michelle Kimso, Special Project Manager for the Office of the Executive Director
Bridget Jackson, Chief of Staff
Mary Gornick, Chief Human Resources Officer
Aqueelha James, Chief Academic Officer
Gail Williams, Chief Operating Officer
McKenzie Baecker, 4th St Elementary Principal
Megan DeRitter, Young Elementary Principal
Ashley Stone, Middle School Principal
Anyia Stockburger, 4th Street Parent

Approval of Meeting Agenda

Treasurer Awwal and Trustee Pierce were not present, all other Trustees voted to approve the agenda.

Approval of the August 8, 2026 Minutes

Treasurer Awwal and Trustee Pierce were not present, all other Trustees voted to approve the minutes.

Executive Director Report

Executive Director Reaves started by sharing the mission moment, a highlight of the first week of school. Enrollment is currently at 1,050 with a third PK class added at 4th St. While 5th grade is underenrolled, some families have left and are coming back. Reaves shared that an internal audit is taking place.

ED Reaves then shared EL Credentialing through 3 dimensions of learning. This fall Two Rivers will complete an application for credentialing in the spring a team will come over a 2.5 day visit with an extensive rubric and will speak to all stakeholders to see if what is put into the application is happening. Two Rivers will find out in June '27 if we have earned credentials in 1 or all 3 pathways. If Two Rivers demonstrates credential level impact, they will be recognized as an EL Credentialed school.

Reaves then continued with an update on Strategic Plan year 3. The plan that was built was a comprehensive plan with lofty goals. In the next iteration, metrics will be tweaked, as it was identified that some are not the best way to measure metric. A draft for the next Strategic Plan will be coming by December with a few tweaks from the current Strategic Plan, followed by a Board vote in June. Vice Chair Jacobs Jr will join the steering committee.

Trustees asked how Two Rivers is anticipating the bubble of students at 4th Street. ED Reaves responded that the school is anticipating natural attrition.

Trustees commented on enrollment staying consistent for a month and wondered if that is unique to Two Rivers. ED Reaves shared that it is unique to TR as enrollment is down in other LEA's. Two Rivers planned for the worst case and has found that families want to be here and are staying. Chief of Staff Jackson added that some LEA's don't have enough preschoolers, yet Two Rivers has enough kids on waitlists for more classes. She wa

Trustees asked questions around how long the EL Credentialing process lasts and if there is a previsit or one visit. Reaves replied that credentialing lasts 5 years and there is a baseline visit followed by a full team visit.

Academic Excellence

CAO James shared how to read DC CAPE data, primarily focusing on growth and 4+. ELA improved in achievement from 51 to 54% in level 3 and 29 to 31% in level 4. There was a reduction in level 1 from 28 to 25%. In ELA, every subgroup improved while gaps still remain. There is an opportunity to see that all subgroups are moving in the right direction. ELA growth to proficiency increased from 54 to 59, indicating stronger proficiency than last year.

In Math, student achievement increased from 40% to 41% in level 3 and 20% to 22% in level 4. Level 1 decreased from 33% to 28%. Students with disabilities increased 5% in Level 3+. Level 4+ students gained all subgroups. Math growth to proficiency increased from 41 to 47, indicating stronger proficiency than last year. The opportunity is clear to increase the pace by which students create proficiency.

James shared that the Middle School had a strong year over year movement. ELA achievement grew from 50% to 59% in level 3+. In Math, growth to proficiency rose 15 points. The focus will be on supporting more students in getting to level 4+ and sustaining the momentum. Principal Stone shared that the energy felt in the team was contagious. They are looking to pinpoint strategies in areas that made gains and do that again this year, mimicking what was done across all grade levels.

James shared that Young Elementary School ELA 3+ grew from 48% to 49% and level 5 increased from 3-9%, while level 4 decreased 3% in achievement from 29% to 26%. Math declined from 58% to 45% at Level 3 and 26% to 25% at Level 4, which are little pieces of data that cause staff to be reflective. Principal DeRitter shared that they spent time asking questions as a crew to identify trends and get to the root cause through asking questions and making sure teachers have the space and own the data.

James continued to share that 4th Street Elementary ELA's achievement declined from 57% to 50% at Level 3 and 36% to 33% at Level 4 causing literacy to be a critical area of focus. Math achievement grew from 48% to 50% in Level 3+ and 28% to 29% in Level 4+. While there is progress moving students in math, conditions need to be strengthened in ELA. Principal Baecker shared that they plan to replicate what is happening in Math in ELA through co-teaching in ELA by content. There was a drop in ELA SY '23-'24 and SY '24-'25 experienced exponential growth which made the drop seem deeper.

James shared that the instructional foci is operating with EL dimensions in mind. The network is focusing on EL Core Practice 11 Delivering Effective Lessons. This is happening through differentiated adult learning pathways and clear targeted support. Teacher Leaders are also invited to the instructional leadership team. Through stronger Tier 1 instruction and targeted Tier 2 support, there is greater progress toward proficiency.

Trustees asked what was one thing that could contribute to the growth? CAO James shared that subgroups are positively moving and that Tier 2 support creates pockets of students owning data. Additionally, SAILing and LAB times where students explained their data. Staff are also using data in facilitated meetings to drive instruction.

Trustees inquired about the conversation with PK3-2nd? CAO James responded that ECE teachers have separate focused time through ECE professional learning. Conversations are held around the data and vertical articulation. Principal Baecker added that teacher leaders are sharing strong practices with one another. Principal DeRitter added that Kindergarten standards are being reviewed by ECE teachers to ensure that when students reach Kindergarten, they have the skills they need.

Trustees asked what they can expect as a board to see in updates and what cadence they will be receiving information to know what is being done. CAO James shared that Tier 1 learning walks were being conducted with a core practice tool. The board would be able to look at how students and teachers progress and that it would be seen in the coaching and data dashboards provided.

Finance

Treasurer Awwal shared the following memos below which were previously shared with Trustees.

- **Copier Contract**-Two Rivers wishes to inform the board of the procurement process for a network copier service agreement and to seek approval for a contract with Copier Workshop. Two Rivers followed the Public Charter School Board's procurement policy. e instructional materials or final drafts of students' work, and to review progress data with students and families. Two Rivers' copier fleet service contract is determined by the number of copies made and billed for black-and-white and color copies. Currently, black-and-white copies are billed at less than 1 cent each, and color copies are billed at \$0.08 each. To manage the budget and ensure staff has copying autonomy, the PaperCut Print Management system

allocates a color copy allotment to each staff member. In FY26, the Two Rivers copier service agreement exceeded \$25,000; therefore, an RFP was issued for the FY27 service agreement.

- Recommendation - The Board approve to expend \$45,000 for services provided by Copier Workshop.
- EMERGENCY CONTRACT: Asphalt Repavement - In mid-June, it was discovered that areas of the asphalt on the playground at Young Elementary School were cracking, and holes were forming as students dug up the cracked areas. Therefore, an emergency contract to repave the blacktop area of the playground was executed in July 2026 to prevent future damage and safety trip hazards before the start of the new academic year. To ensure fair market pricing for the work, PMM Companies, Two Rivers' facilities management vendor, solicited bids, and a request for proposal was posted at the end of June. Despite an attempt to get multiple quotes, Rose Paving, LLC was the only vendor who responded to the request to guarantee that the work could be completed by the beginning of August.
- Recommendation - The Board approve the purchase of this asphalt repaving repair.

All Trustees voted to unanimously approve the copier and asphalt replacement.

Treasurer Awwal shared that they are starting the audit.

Governance

Secretary Brunner shared that there are two candidates to interview for Board Committees. At least two Trustees are requested to be present.

Chief Human Resources Officer Gornick shared the following memo below which were previously shared with Trustees.

- Staff Handbook-The memo seeks approval of the updated 2026-2027 Staff Handbook. Below is a summary of the changes and updates made.
 - Title changes were made throughout the handbook to reflect position updates, including: Campus Director of Special Populations, Special Populations Compliance Manager, Hiring and Recruitment Manager, and English Language Development Teacher
 - School Closure Caused by Inclement Weather - added: "When a closure occurs, Two Rivers may designate the day as a Situational Distance Learning day in accordance with OSSE's guidance," which will allow Two Rivers to pivot to remote learning during periods of inclement weather.
 - Expense Reimbursement - Added a standalone policy, removing it from underneath the travel policy.
 - Bullying Prevention - Policy updates were made based on current OSSE guidelines.
 - PTO - Added retention PTO award milestones as part of our Strategic Plan, Strategy 2B work.
 - Religious Holidays - Added the requirement to request Religious Leave at least seven days in advance to ensure proper substitute coverage can be secured for instructional staff.
 - Curriculum Transparency and Requests to Be Excused from Instructional Material - This new policy was added in compliance with the Supreme Court ruling, Mahmoud v. Taylor.

- Communicable Diseases Leave - Updated our COVID-19 leave policy to include all listed communicable diseases.
- Use of Equipment and Vehicles - Expanded this policy to include additional information on retaining devices over the summer, annual maintenance, and lost or stolen devices.
- Collection of Money from Students and Families - This policy was added to ensure that proper financial management procedures are followed and that all students and families have equal access to school-sponsored events and activities.
- Student Food and Nutrition - Added policy to maintain compliance with local wellness policy and to support the health and safety of students.
- Employees' Children and Dependents - Added supervisor approval for days in which students are not present, and there is no scheduled professional learning.
- Recommendation - The Board voted to approve the attached staff handbook.

Trustees asked if the school is closed due to inclement weather, would it be asynchronous learning? Gornick shared that Two Rivers is codifying the procedure that already exists.

All Trustees voted to unanimously approve the Staff Handbook.

Development

Chief of Staff Jackson shared that \$5,000 was received for NorthBay Transportation. Two Rivers was awarded the mayor's out of school grant for free before school care, which will allow all students to have a great start to the day. Jackson further shared that a grant for High Impact Tutoring has been applied for and the corporate sponsor campaign doubled from the past to \$20,000.

Chair Carne encouraged everyone to complete the DC PCSB Board Training by January.

Adjournment

All Trustees unanimously voted to adjourn the meeting at 7:37pm.

Prepared by:
Michelle Kimso/s/
Special Projects Manager for the
Office of the Executive Director

Submitted by:
Alyssa Brunner/s/
Secretary