

Washington Yu Ying Board of Trustees Meeting Minutes

January 10, 2023 (via Zoom)

BOT Members: Rob Anderson, Cosabeth Bullock, Liza Douglas, Marcus Hurley, Amy Lee, Quinton Ng, Darren Riley, Wendy Rueda, Lemar White, Kelly Yee, Paige Hoffman, Carlie Fisherow (Staff), Melissa Volpe (Staff), Amy Quinn, Autumn Jackson

BOT Attendees: Rob Anderson, Cosabeth Bullock, Liza Douglas, Marcus Hurley, Amy Lee, Quinton Ng, Darren Riley, Wendy Rueda, Michelle Stuntz, Lemar White, Kelly Yee, Paige Hoffman, Carlie Fisherow (Staff), Melissa Volpe (Staff)

Guests Present: Clarissa Lazaro(page), David Heidtman, Meena Bishoni, Todd Ray(Page), Christine Doran

Members of Public On Call: Gordon Fletcher

Absent: Michelle Stuntz

The meeting was called to order by Chair Kelly Yee at 6:32 pm EST.

Attendance was held.

The meeting commenced with an overview of the public agenda.

Public Comments: This is the time for attendees to make comments that are not related to agenda items below. Additionally, attendees can make a comment on the agenda item below if they cannot wait until the item is raised under the regular agenda. If necessary, attendees will be limited to 3 minutes of public comment. Trustees will take the public comment into consideration, but they will not answer questions directly at this meeting unless the topic raised is included in the agenda item below.

ITEMS REQUIRING VOTING

Meeting Minutes

- Approval of November Minutes | Trustee White raised a motion to approve the November 2022 minutes. The motion was seconded by Trustee Rueda. During a roll call vote, the following Trustees voted in favor of approving the minutes: Rob Anderson, Cosabeth Bullock, Liza Douglas, Marcus Hurley, Quinton Ng, Darren Riley, Lemar White, Kelly Yee, and Paige Hoffman. Trustees Lee and Rueda voted present.
- Approval of December Minutes | Trustee Riley raised a motion to approve the December 2022 minutes. The motion was seconded by Trustee White. During a roll call vote, the following Trustees voted in favor of approving the minutes: Rob Anderson, Cosabeth Bullock, Liza Douglas, Marcus Hurley, Darren Riley, Lemar White, Wendy Rueda, Kelly Yee, and Paige Hoffman. Trustees Lee and Ng voted present.

New Board Member

- Approval of New Board Member – Gordon Fletcher | Trustee Riley raised a motion to add Gordon Fletcher as a new Board Member to the Washington Yu Ying Board of Trustees. The

motion was seconded by Vice Chair White. During a roll call vote, all present members voted to in favor of adding Gordon Fletcher to the Board of Trustees.

Financial Audit – Finance Committee

Trustee Lee reported that our initial audit for SY21-22 has been completed and Washington Yu Ying received a clean report. Meena Bishnoi presented a presentation on the results from the audit. For the fiscal year, Washington Yu Ying received in excess of \$750K in federal funds and the audit firm had to do an additional audit. In comparison to previous years, the format of the report also includes changes to provide increased transparency. Additional takeaways from the report included Washington Yu Ying continuing to have a strong balance sheet, and an increase in the net asset line without donor restrictions.

From a report standpoint, the biggest differences were the unfirm guidance audit which is a deeper compliance audit. Also, on the spreadsheet the audit firm is required to note if WYY is a low-risk or high-risk audit – this year we are noted as high-risk because it is our first year of uniform guidance. The risk assessment is not based on any specific practices by the school, and WYY will be high risk for June 2023 as well – in the first 2 years of the uniform guidance, an organization is noted as high-risk and then they progress to low-risk.

Melissa Volpe thanked David from EdOps who has done an amazing job of supporting Washington Yu Ying.

Questions:

- Next year, we will see big shifts in cash on hand, will any of those changes keep us at high risk? No that does not keep you at high risk – findings keep you at high risk. Organizations typically receive findings because of a material finding, where the auditor makes a journal entry because someone misses something, and the auditor has to make a material adjustment and that makes you high risk. EdOps is very diligent in their work, and the audit form does not have to make journal entries.

New Board Member – Governance Committee

Trustee Riley shared that the Governance Committee has been in the process of recruiting new board members. They received several nominations for this round and has down selected to two – Gordon Fletcher and Jessica Sutter. The committee was impressed with both candidates and would like to offer both a position on the board. Gordon Fletcher is who they are putting up for this position first, and in a couple of months when another position opens, they will present Jessica Sutter to the board for a vote.

Gordon Fletcher provided an introduction and overview of his experiences which make him a strong candidate for the Washington Yu Ying Board. Notably, he has held numerous positions in the community. He is a 4-time ANC, his district is a neighbor of ANC5A, and he brings deep experience with community partnership, collaboration, etc. He serves as the Executive Director of the Mayoral Commission on Poverty and is drafting policies to reduce poverty by 50% over the next 4 years. He is also an adjunct professor at American University, where he teaches in the School of Public Affairs. As an ANC Commissioner he has helped to welcome the School of Social Justice, and Rocketship into the community. He understands how to help schools become one with the neighborhood and is looking forward to being able to assist WYY in building good community relationships.

Questions:

- What are the borders of your region? The area borders Lamond Riggs, Riggs Park, North Michigan Park – ANC5a – now also has ANC5A09; the area now starts at South Dakota and Faraday, and goes down to 12th St, and also borders Crittenden and Puerto Rico.

- What about Yu Ying makes you want to join the Board? When we talk about opportunities for young people, we have a lot of black and brown students who don't understand their potential and to be a part of Yu Ying, the opportunity for immersion, and understanding new cultures, that is important and I want to make sure I am doing everything to support and reach out to students who may not know about it to have this opportunity.
- As you know, we are building second campus and are conscious of community and affect – and also really aware of some of the barriers that those in poverty – what philosophies do you hold true that you can help yy with
 - helped to build strong
 - trust means being there over time- know the stakeholders to help with parking – as anc comm parking is huge –
 - reaching students and connecting them where they are – sometimes there are things about what environments they need to go home to – community spaces we could resolve in – mantra is reaching students where they are

Trustee Riley raised a motion for the Board to move to a closed session to discuss board membership. pursuant to DC Code §2-575.(b)(10). The motion was seconded by Trustee Douglas and all present members voted aye.

Trustee White raised a motion to return to the open session. The motion was seconded by Trustee Douglas, and all present members voted aye.

Committee Updates

Finance Committee Update

Trustee Lee provided the update for the Finance Committee. The school continued to be on track for the month of November 2022. The performance is a little behind budget, but we had a contingency fund in place that we have not used.

Questions:

- Does the school have plans for the contingency? We are focused on monitoring through January and February before making any decisions about spending the contingency funds.

Governance Committee Update

Trustee Riley provided the update for the Governance Committee. The committee has been focused on trustee recruitment and has just filled our first vacancy for 2023. We will have a few more to go before the school year is over and we will be revamping our strategy.

Growth Committee Update

Trustee White provided the update for the Growth Committee. We met last week and received updates from school leadership on everything that is happening with the development of the second site. The school leadership is thinking deeply about how to approach community engagement – great idea to have a longer community engagement timeline leading up to some upcoming milestones with the PCSB. There was also a brief discussion about next steps with the Global Citizenship workstream, and the committee tasked school leadership to explore what benefits establishing the Global Citizenship work could bring to the school.

Development Committee Update

Trustee Douglas provided the update for the Development Committee. As it relates to the Annual Fund, we are a little behind where we were last year with parents and other donors, but 100% board giving led to us being in a better position. The second item covered by the committee was a review of the gift acceptance policy and how schools think about charitable contributions. Additional work has included identifying prospective donors and thinking about how to cultivate local prospects in the month of January around Chinese New Year.

Regular Agenda Items:

A. School Management Report & Discussion

Executive Director Fisherow shared that Washington Yu Ying was unanimously approved to renew our charter for another 15 years!

The new Director of Operations is beginning on Tuesday, and the HR Manager is no longer with WYY.

The school is excited about the plans for MLK Day – there will be a Day of Service and workshops offered by the Catholic University Girls Basketball Team. Students will also be creating snack bags to deliver to S.O.M.E., a neighborhood and campus clean up, and delivering kindness cards with an invitation to the Chinese New Year Fair. As Chinese New Year approaches, YY is already starting to celebrate and there are planned events for staff, students, parents, and performances.

Questions:

- Are we able to ask for additional seats before the renewal is completed? Previously, Washington Yu Ying has been told we could apply for enrollment ceiling increase to increase our cap from 631 to our target of just under 900, before the renewal. The policy has shifted, and the application is currently in development. We can apply in March 2023 or May 2023 for a vote in June or July.
- The recent COVID surge has been named as a challenge, was the post Winter Break Test to Return policy effective? How are we doing now on COVID? It did not hurt but we continue to have cases to come on campus. This country is in a COVID surge right now, but we have been aware of it and responsive to it, before other organizations.--

B. Architecture Team Updates

Executive Director Fisherow introduced Todd and Christine from the architecture team which has been working hard on all projects related to Kirov. The focus of their presentation was to give the Board of Trustee members an update on the plans for the second site, to get inspired and make sure there is an understanding of key design elements.

Questions and Discussion:

- Will the kids be able to have the same amount of play / outdoor time as their peers do today Yes, that is definitely the plan! And we want to make sure that the design is conducive to that which is why we are centering on the spaces.
- Are the stairs protruding out of the building? Yes, an outside staircase with a covering as a part of the design.
- How do you protect against the elements using the stairs? The staircase is covered. There are stairwells inside as well when the weather is very bad.

- Will we potentially be able to share our playground with the community outside of school hours? Something to be discussed further. Latin currently has their campus open to the community, which we think is important to explore as we build this campus. Not sure we will be able to safely pull it off, but we would like to have more open use for the community if/when possible.
- I love the idea of good size lobby for pick up and drop off and keeping the kids out of the wind/cold during winter.
- We have a couple of things with the outside stairway, we have a limited footprint – we can carry it out and decrease our need for storm water; if we can make it an exterior stair, we can use it differently. We can wrap it with aluminum plate enclosure to provide protection – put slots for 3–4-year-olds, so they can see and navigate it. Also, as a safety code requirement – all exterior stairs must be covered and protected – we would plan to have a canopy over it or use perforated metal.
- As we think about fundraising, are we considering LEED or other certifications?

A motion to adjourn was raised by Trustee White, and the motion was seconded by Trustee Bullock. All members present voted to adjourn the meeting.