



Washington Yu Ying BOT Meeting Minutes (DRAFT)

September 14, 2021 6:30-8:30 (via Zoom)

BOT Members In Attendance: Robert Anderson, Liza Douglas, Paige Hoffman, Marcus Hurley, Amy Lee, Darren Riley, Wendy Rueda, Jose Sousa, Michelle Stuntz, Kelly Yee,

BOT Members Not in Attendance: Abigail Sze-Levine, Lemar White, Jevon Walton,

Others in Attendance: Maquita Alexander (Staff - Executive Director), Cheri Harrington (Staff - Chief Operating Officer)

Guests: N/A

The meeting was called to order at 6:33 p.m. EDT by Kelly Yee.

The meeting commenced with an overview of the public agenda.

ITEMS REQUIRING VOTING

[July Draft Minutes](#)

No changes to the minutes were proposed. A motion to approve the July 2021 minutes was raised by Darren Riley and seconded by Liza Douglas. All Board Members present unanimously voted to approve the minutes.

COMMITTEE UPDATES

Finance Committee Update – Amy Lee

Last year, the school started with a tight budget and went through several challenges that had a significant impact on operating expense. For example: The school had to add a Pre-K class to address high turnover in the upper grades, unexpected tree removal cost, expenditures associated with COVID. Additionally, there was \$0 revenue from REEF. All of this led to an anticipated budget shortfall, but several grants came through which mitigated the issue so at the end of year school finished the year with a net income of \$538K. At the end of the school year, there was 392 days of cash (approx. 11.9 M).

The bond was reissued on September 2, and WYY finalized the swap agreement with a swap rate of 2.537% the original rate was 3.65%. The school anticipates savings of \$60K per year with the new rate.

Board Questions:

Now that we are in a new school year, when will we look at the budget for this year? Trustees will review financial budgets for FY22 by the next board meeting.

Governance Committee – Darren Riley

There are no updates as the committee did not meet during the Summer Break.

Strategic Initiatives – Kelly Yee

There are no updates as the committee did not meet during the Summer Break. The committee is currently planning to hold a board retreat by the end of the calendar year.

1. 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.

2. Regular Agenda Items:

A. Covid Education

Maquita Alexander reviewed the goals for this year: 1) Provide in-person learning for all students in a safe nurturing environment, 2) Continue with our robust safety measures and protocols to help reduce the spread of germs on campus and 3) Identify and stopped COVID from spreading on campus. WYY continues to have one of the most diverse school populations in the city.

Maquita Alexander reviewed COVID-19 Testing Updates. WYY will receive a sub grant for covid 19 testing from OSSE (80K). This will help to offset the costs of on-campus COVID testing. The school is testing most of the staff and students each week using saliva, pooled testing. The school tests different groups of staff and students on each day based on grade band, vaccination status, and results from the previous samples. The school has a new testing system that is less of an operational lift, but challenges persist: some students find producing drool (not spit) challenging, it takes 7-9 people multiple hours and days to complete testing, tests can be rejected for multiple reasons which means students have to retest, staff and families have safety concerns about the testing process and if students miss testing or don't turn it in, there is no quick method of finding out.

WYY updated their vaccination policy for all staff in early September. All staff are required to be vaccinated unless they have a medical or religious exemption. All staff must have their first shot or a confirmed vaccine appointment. Medical and religious exemptions must meet Yu Ying's requirements. Any staff member who chooses not to get vaccinated will be dismissed.



WYY is grappling with several operational challenges this year. Admin spends majority of time dealing with COVID processes, and all duties take more time. There are also more duties because of COVID that must be covered (e.g., COVID testing, hallway and lunch duty, etc.). While we are 100% in person this year, WYY does offer a virtual program if the student has a medical exemption or if the student is quarantining because of a COVID related reason. The virtual option is limited because the school could not stand up 2 options. In the virtual option, there is a virtual morning meeting with Chinese teacher and workbook activities for the student. If the whole class quarantines, then the teacher goes virtual and the teacher provides a full day of virtual learning because everyone is quarantining.

Another challenge is that attendance has been made more complicated around arrival and dismissal given that OSSE went from 3 to 8 attendance codes. Additionally, the school is understaffed in the REEF program and there is now a waiting list for it.

There have also been a number of personnel shifts – the HR Director and HR generalist moved. The COO is resigning at the end of September.

To address these challenges, the school would like to add additional new positions: Meal associate (hourly to support meal operations as lunch transitions), REEF teachers, In school support (to prioritize high impact tutoring).

Questions from trustees

- What challenges are you finding with unvaccinated staff? Organizationally, unvaccinated staff members are a liability – if you are vaccinated and a close contact, you look for symptoms, and take a COVID test. Unvaccinated staff must quarantine for week and then the school has to find replacements. With the new vaccine mandate, the school is seeing a smaller number of unvaccinated staff.
- What are you learning? On the wed testing of younger students, what are you learning there? Is there a need to have a discussion about alternate testing for younger students? We were in discussion with other schools before starting the year, testing year students is difficult. They tried to test all in schools and it was challenging, so we decided to send it home. The CDC requires all PCR tests and so when families travel, they have to take that. Parents also have to use PCR during quarantine. The whole testing operation takes multiple people 7-9 hours. Some staff and families have concerns about safety because students have to remove masks to take the test, so we are having them do it outside or space 6-8 ft apart.
- What percentage of tests are rejected? 47 out of 1014. 8 individuals have tested possible; over 100 individuals are in quarantine.
- How many staff are at risk for being dismissed because of vaccination status? There are 3 staff who could be dismissed because they are not communicating about next steps.



We expect vaccination numbers to grow – this includes reef and contractors/school personnel.

- What are the vaccine requirements for 5 and up? We are waiting for OSSE guidance.
- In the unfortunate even staff is terminated, there are plans in place to address that position? Yes, there are.

Comments from the public

N/A

Discussion and feedback from trustees

N/A

A motion to move to close the meeting to discuss a personnel transition was raised by Darren Riley and seconded by Liza Douglas. All Board Members present unanimously voted to move to a close session.

A motion to move to reopen the meeting was raised by Darren Riley and seconded by Liza Douglas. All Board Members present unanimously voted to reopen the session at 7:45 p.m. EST.

A motion to vote to approve adding a chief of staff and COVID-19 Manager with an estimated cost of \$124,000 to this year's operating budget was raised by Michelle Stuntz and seconded by Darren Riley. All Board Members present unanimously voted to approve the addition to the budget.

CLOSING ITEMS

No new meeting agenda items were introduced.

The meeting was adjourned at 7:48 p.m. EST by Kelly Yee.

Note: This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov.