

**LEARN D.C. CHARTER SCHOOL**  
**Board of Directors Meeting Minutes**  
**Virtual Meeting/Conference Call**  
**July 28, 2020**

**Board:** Shanika Hope, Marco Quintana, Maya Martin Cadogan

**Staff:** Greg White, Jill Gaitens, Kristen Denison

**Guest:** Lisa Scruggs (attorney)

- I. Call to Order: J. Gaitens called the meeting to order at 9 a.m. EST Open Session available, but no public comments.
- II. Welcome from CEO: G. White welcomed the board and guest to the first LEARN D.C. Board of Directors meeting.
- III. Update on Charter Progress: K. Denison provided a high-level overview of the schedule to open school next fall. Two sites are being considered, but LEARN strongly recommends site one and is seeking support from JBAB to procure. The final decision on site selection will be made at the end of August 2020. J. Gaitens suggests that the board review the auxiliary documents shared in advance to familiarize themselves with the process and cadence of events leading to the scheduled opening date.
- IV. Community Outreach Plan: M. Martin Cadogan and PAVE will assist J. Gaitens with updating the current community engagement plan. They will also help create a plan of action around board and school level recruitment in Washington, D.C. M. Martin Cadogan emphasized the importance of fundraising and defining that responsibility as it relates to the board since Washington, D.C.'s landscape is very narrow. M. Martin Cadogan will work to ensure that LEARN Charter School Network in Illinois and LEARN D.C. are seen as two separate entities within the management agreement. This action will help ensure that LEARN D.C. qualifies for all funding opportunities.
- V. Board Meeting Calendar: J. Gaitens suggest LEARN D.C. replicate LEARN Charter School Network's board meeting schedule consisting of quarterly meetings, one board of directors retreat and committee meetings scheduled in between once formed. J. Gaitens will share a draft calendar at the next board meeting. M. Martin Cadogan noted that the board must expand to include residents of Washington, D.C. to satisfy the requirement for local representation. She will help identify who to contact help source potential members.
- VI. Update on Incorporation and 1023 Application: L. Scruggs reviewed the IRS 1023 application stating all of the items outlined in the Written Consent Action (WCA) document that the board is being asked to consider, approve and ratify in order to submit the application by the August 1, 2020 deadline. The application takes approximately 3-6 months to process and must be submitted before LEARN D.C. can begin fundraising efforts. The board considered and approved the motion to approve the Articles of Incorporation, WCA and bylaws for LEARN

D.C. L. Scruggs states that all board members must also review, sign and return the Conflict of Interest document.

VII. Other: M. Quintana requested an update on previously mentioned environmental issues in connection with the two sites under consideration. K. Denison confirmed that the issues are still present, but not as serious as thought previously and will not derail the critical path timeline.

VIII. Adjournment: The Board adjourned at 10:25 a.m. EST