



Ingenuity Prep
Board Meeting Minutes

*This meeting was 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.*

Date of Meeting	May 17, 2021
Start time	4:00 p.m.
End time	6:00 p.m.
Location of meeting	Virtual (Zoom)
Board members in attendance	Peter Winik Frankie Brown Jennipher Coleman Tracy London Maura Marino Patricia Martin Keleigh Montgomery Chris Riddick Kaya Stone
Non-board members presenting	<ul style="list-style-type: none">● IP Staff: Will Stoetzer, LaShawndra Thornton, Ashanti Herndon, Jennifer Hampton, Amanda Lumnah● Beth Zhang, Lavinia Group● Carrie Ervin, Education Board Partners● Caitlin Capbell-Hahn, Education Forward DC
Quorum	Yes
Chaired by	Peter Winik



Discussion	
Agenda Item	Summary of Discussion
Welcome/Minutes	<p>The Board approved the April 1, 2021 Board meeting minutes. It is noted that the April 1 meeting was a short meeting to approve a contract, not a regularly scheduled meeting. This meeting was previously noted as an annual meeting but is a regular meeting.</p>
CEO Report	<p>Will Stoetzer shared an overview of the CEO report together with Jennifer Hampton and LaShawndra Thornton with key highlights, including reopening in-person, Lavinia Group impact on the academic program, and enrollment and staffing for SY21-22.</p> <p>The Board held a short discussion about preparing for families who do not want to return in-person in SY21-22, given recent city guidance.</p>
Academic Committee	<p>Beth Zhang presented on the Lavinia Group’s partnership with Ingenuity Prep, highlighting trends in data for SY20-21. The proposed SY21-22 partnership will include members of the Ingenuity Prep team attending Lavinia’s RISE summer school program for teachers, expanding Insight Humanities to Kindergarten, and providing on-site PD to support teachers and leaders.</p> <p>The Board discussed the demonstrated progress made in student outcomes through the Lavinia partnership.</p>
Audit & Finance Committee	<p>Ashanti Herndon presented a brief summary of the FY22 budget. Will noted that it is likely a new vote will come to the Board when CARES funding use has been determined.</p> <p>The Board engaged in a short discussion about how CARES funding may be used to best support Ingenuity Prep programming and recovery.</p> <p>The Board voted to approve the FY22 budget.</p> <p>Patricia Martin presented to the Board the selection of the FY21 Auditor. She noted that the Board is not required to approve this selection, but, as it has historically done so, it is recommended the Board approves the selection again this year. It was noted that the Audit & Finance Committee discussed</p>

	<p>stipulations on using the same auditor for multiple years; while there are no external stipulations, the Committee will review for future years.</p> <p>The Board voted to approve the selection of Kendall, Preobla, and Jones, LLC as the FY21 Auditor.</p> <p>Ashanti Herndon presented a slate of FY22 contracts to be approved. Ashanti noted that before voting to approve new contracts, the members of the Board must disclose any conflict of interest. No conflicts of interest were disclosed, and the proposed slate was voted on unchanged.</p> <p>The Board voted to approve the slate of contracts for EdOps (Accounting and Finance), MedStar Georgetown University Hospital (Student and Staff Mental Health Services), 3Oaks Group (Furniture), Lavinia Group (Academic Consulting), Dynamic Network Solutions (IT Support), and DC Net (Telecommunications).</p> <p>Ashanti Herndon led a brief presentation on March 2021 financials. The school is in a strong financial position with no red flags.</p>
<p>Governance Committee</p>	<p>Maura Marino presented on family and staff handbooks. In partnership with Education Board Partners, the Board will adopt best practice to review these handbooks. The Board discussed current practice for handbook updates with brief recommendations for SY21-22 updates.</p> <p>The Board voted to approve the resolution: The Board understands the process used to develop and review the Family and Employee Handbook, is aware of changes made to update the handbook, and has reviewed the handbook.</p> <p>The Governance Committee recommends the Board elect Derrick Mashore.</p> <p>The Board voted to elect Derrick Mashore to serve the remaining 1 year of Maura Marino’s current term, which is a C class Board seat, effective July 1, 2021 through June 2022.</p> <p>Maura also presented the Governance Committee’s slate for officers.</p> <p>The Board voted to approve the following officers:</p> <ul style="list-style-type: none"> ● Peter Winik, Chair ● Chris Reddick, Vice Chair ● Keleigh Montgomery, Secretary

	<ul style="list-style-type: none"> ● Patricia Martin, Treasurer <p>Maura led a brief discussion on additional Committee updates. The Committee recommends the following Committee Chairs, which do not require Board vote:</p> <ul style="list-style-type: none"> ● Chris Reddick, Strategic Planning ● Patricia Martin, Audit & Finance ● Peter Winik, Governance ● Frankie Brown, Education <p>Maura provided an overview of New Board Member recruitment and asked for recommendations to be sent by email. The Board must also maintain a majority DC residents, so new Board members who are DC residents are preferred.</p> <p>Peter Winik closed the meeting sharing appreciation for departing Board members' service.</p>
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Motions		
Motion	Made by Whom	Voting Results (Roll Call)
Approve 4/1 Board Meeting Minutes.	Motion: Patricia Martin Second: Unknown	All in favor; No abstentions <ul style="list-style-type: none"> ● Peter Winik: Y ● Maura Marino: Y ● Patricia Martin: Y ● Jennipher Coleman: Y ● Kaya Stone: Y ● Frankie Brown: Y ● Tracy London: Y ● Keleigh Montgomery: Y <p><i>Note: Chris Riddick joined the meeting after this vote occurred and, as a result, was unable to participate.</i></p>
Approve FY22 Budget	Motion: Peter Winik Second: Patricia Martin	All in favor; No abstentions <ul style="list-style-type: none"> ● Peter Winik: Y ● Maura Marino: Y ● Patricia Martin: Y ● Jennipher Coleman: Y

		<ul style="list-style-type: none"> ● Kaya Stone: Y ● Frankie Brown: Y ● Tracy London: Y ● Keleigh Montgomery: Y ● Chris Riddick: Y
Approve FY21 Auditor	Motion: Patricia Martin Second: Maura Marino	<p>All in favor; No abstentions</p> <ul style="list-style-type: none"> ● Peter Winik: Y ● Maura Marino: Y ● Patricia Martin: Y ● Jennipher Coleman: Y ● Kaya Stone: Y ● Frankie Brown: Y ● Tracy London: Y ● Keleigh Montgomery: Y ● Chris Riddick: Y
Approve FY22 Contracts as slate	Motion: Peter Winik Second: Chris Riddick	<p>All in favor; No abstentions</p> <ul style="list-style-type: none"> ● Peter Winik: Y ● Maura Marino: Y ● Patricia Martin: Y ● Jennipher Coleman: Y ● Kaya Stone: Y ● Frankie Brown: Y ● Tracy London: Y ● Keleigh Montgomery: Y ● Chris Riddick: Y
Resolution: The Board understands the process used to develop and review the Family and Employee Handbook, is aware of changes made to update the handbook, and has reviewed the handbook.	Motion: Peter Winik Second: Keleigh Montgomery	<p>All in favor; No abstentions</p> <ul style="list-style-type: none"> ● Peter Winik: Y ● Maura Marino: Y ● Patricia Martin: Y ● Jennipher Coleman: Y ● Kaya Stone: Y ● Frankie Brown: Y ● Tracy London: Y ● Keleigh Montgomery: Y ● Chris Riddick: Y
Elect Derrick Mashore to the	Motion: Peter Winik Second: Patricia Martin	<p>All in favor; No abstentions</p> <ul style="list-style-type: none"> ● Peter Winik: Y



<p>remaining 1-year of Maura Marino's C class Board seat, through June 2022.</p>		<ul style="list-style-type: none"> ● Maura Marino: Y ● Patricia Martin: Y ● Jennipher Coleman: Y ● Kaya Stone: Y ● Frankie Brown: Y ● Tracy London: Y ● Keleigh Montgomery: Y ● Chris Riddick: Y
<p>Approve SY21-22 Officer Elections as slate.</p>	<p>Motion: Tracy London Second: Frankie Brown</p>	<p>All in favor; No abstentions</p> <ul style="list-style-type: none"> ● Peter Winik: Y ● Maura Marino: Y ● Patricia Martin: Y ● Jennipher Coleman: Y ● Kaya Stone: Y ● Frankie Brown: Y ● Tracy London: Y ● Keleigh Montgomery: Y ● Chris Riddick: Y