



**Board of Trustees Meeting Minutes**  
Wednesday, September 18, 2019

Location: 202-794-7400 PIN: 06557  
Time: 6:30pm – 8:30pm  
Board Chair called the meeting to order at 6:36pm

**Attendees:**

**Participating Trustees:**

Jason Andean  
Rufus Davis  
Patricia Grant

Amber Jackson  
Barbara Nophlin  
Ursula Wright (via phone)

**Staff:**

Shantelle Wright, Founder and CEO  
Greg Gaines, Chief Operations Officer  
Sarah Lewis, Chief of Schools  
Tamiko Singleton, Special Projects Manager

**Absent:**

Kenneth Ward

**Guests:**

Yolanda Barber, ES Principal  
Candice Durham, Managing Director of People Operations  
Vicki Lautsch, Chief People Officer  
Rob Murphy, Managing Director of Curriculum and Instruction  
Saymah Nah, Director of Family and Community Engagement  
Donté Ray, Director of Recruitment and Outreach

**Welcome (Jason Andean)**

Quorum established and meeting called to order at 6:36pm.

Jason Andean welcomed trustees and all reviewed the September 18, 2019 agenda and August 28, 2019 minutes. Ursula Wright motioned to approve the minutes and Barbara Nophlin seconded with no discussion. Motion is carried.

**School Report (Shantelle Wright, Sarah Lewis, Greg Gaines, Rob Murphy)**



Shantelle Wright introduced new senior leaders at Achievement Prep, re-iterating their role and how each fit into the Three Years of Transformation strategic plan. Board discussion.

Rob Murphy reviewed 18/19SY academic performance, outcomes, and PMF projections, as well as 19/20SY goals and priorities. Board discussion.

Greg Gaines gave an update on current and projected enrollment numbers that will be validated through the upcoming audit. Board discussion.

**Finance Report (Greg Gaines, Ursula Wright)**

Greg shared update to Board on enrollment status. Board discussion of enrollment projections versus actuals.

Finance committee discussed despite the change in enrollment, Achievement Prep maintains its solid financial standing. Expenses have been reduced to align with the shortage and the organization received more federal funding than originally anticipated, thus the budget is better than originally projected.

**Governance Committee Report (Barbara Nophlin)**

Jason Andrean and Barbara Nophlin's first terms of service have expired and both are up for renewal. Rufus Davis motioned to renew both Andrean and Nophlin for a second term, Patricia Grant seconded. All are in favor, no opposition. The motion carried.

**Closing Business (Jason Andrean)**

Jason Andrean thanked attendees for their time and service. Patricia Grant motioned to adjourn; Ursula Wright seconded. Meeting adjourned at 8:30pm.