

DPA Board Meeting

June 15, 2023 – 3:00 to 4:30pm

Zoom



AGENDA

- Board Minutes Approval
 - May Board Minutes
- CEO Updates & Discussion
- Key Finance Items
 - April Financials
 - FY24 Budget Approval



MISSION

Digital Pioneers Academy's mission is to **develop the next generation of innovators**. We prepare scholars to meet the highest academic standards, while cultivating the strengths of character necessary to both graduate from 4-year **colleges** and thrive in 21st century **careers**.



DPA Scholar

- ★ Innovators
- ★ CEOs
- ★ College graduates
- ★ Professionals with high paying high demand jobs
- ★ Community builders

Board Approvals

Minutes May 4, 2023 (1 of 3)
Board Meeting (Zoom)
3:00pm

Attendance

Board Present: Orlena Nwokah Blanchard, Mashea Ashton, Sara Batterton, Henry Hipps, Paul O'Neill, Legend Burge, Kevjorik Jones (joined late)
Board Absent: Simone Scott, Mary Wells (on sabbatical)

Others Present: Elizabeth Pillion (EdOps), Sarah Hanson, Katie Thaefer

Action Items

- The board voted unanimously to approve the March board minutes.

Discussion

Principal Ashton welcomed Orlena Blanchard as DPA's interim chair as Mary Wells has gone out on sabbatical through September.

The meeting was called to order at 3:05. The motion to approve March board minutes was made by Dr. Burge and seconded by Mr. O'Neill. The minutes were approved with unanimous approval.

Principal Ashton then led the CEO update. She first shared that on Monday, 78 or DPA 10th graders are taking the AP Computer Science exam. She believes that at least one student will come close to passing it. Principal Ashton shared that wants students to have a growth mindset around the exam given it is the first time they are taking it. PARCC also launches next week. This will be DPA's first year of having two year comparison data from last year to this year.

Principal Ashton next shared an update on DPA's student enrollment, and noted that it continues to be a volatile time across the city related to enrollment. This year the school is very focused on sticking to deadlines with families, and pushing to get paperwork in by May 15th. Ms. Ashton shared that while DPA does not have plans to enroll new students at 11th grade, there are four students on the waitlist right now who are previous DPA students looking to re-enroll. Those students cannot be offered a spot until other students ahead of them on the waitlist have been offered a seat.

Minutes May 4, 2023 (2 of 3)
Board Meeting (Zoom)
3:00pm

Discussion (continued)

Principal Ashton shared an update on hiring. The school is hoping for 56 team members to return next year and has started making hires for next year (eight hires since January and 3 hires confirmed to start next school year). She shared some insight into the talent pipeline challenges and how the school has been relying on referrals and innovative outreach to fill positions..

Principal Ashton, Ms. Blanchard and Ms. Thaeber each then shared about the 4/26 Football “Kick-Off” event, which they all agreed was wonderful. The guest speaker, Kyle Arrington read a poem that Ms. Blanchard is hoping to print for members of the football team. The school is thrilled by the Players Coalition's \$100,000 donation and has launched a GoFundMe to raise additional funds. This school had a debrief call with Mr. Arrington and the Players Coalition this week and there is a lot of energy around continuing to work together.

Principal Ashton ended her update with an invitation to the board to attend the 8th grade promotion ceremony on June 14th.

After the CEO update, Ms. Batterton asked of the 56 returning teachers, how many are founding teachers. Principal Ashton shared that next year there will be four founders from Year 1 and 3 founders from Year 2. When asked about how the school is thinking about leadership roles, Principal Ashton also shared that she has stepped fully into the CEO role (focusing a lot on talent and programming) and Dietra Hunter is serving as interim high school principal. The school is thinking about leader strengths and where everyone should sit next year. She is also launching an external search for a principal.

Ms. Pillion (EdOps) led the financial update sharing with the board the school's February financials. The school is projecting 47 days of cash, and focused on increasing grant reimbursements. Right now at 22% and looking to increase this significantly in coming weeks and months.

Minutes May 4, 2023 (3 of 3)
Board Meeting (Zoom)
3:00pm

Discussion (continued)

Principal Ashton then shared that we are working on FY24 budget amidst a volatile budget period in DC. She shared some context on the situation as it relates to DCPS and DC charters. Right now, the school is moving forward with the FY24 budgeting process with a plan for the DPA board to approve during the June board meeting. Related to budgeting, Principal Ashton shared that the school is focused on procurement compliance and previewed the contracts the school is planning for next year. Ms. Batterton shared that at the most recent finance committee this topic was covered and they discussed ways to cultivate new vendors.

Principal Ashton next gave an update on long-term facilities planning, including the possibility of staying at Achievement Prep beyond the initial three year lease. There are challenges with 12th street building as a high school that she is thinking about too.

The board meeting next focused on the draft DPA academic plan that was submitted to PCSB this week as part of the school's renewal conditions. The conditions of DPA's five year renewal were: 1) QSR visit which took place April 3rd-14th. The school believes that went well and the debrief is on May 12th. 2) Academic improvement plan; the school is getting feedback on the draft on May 18th and will submit a final version by June 1st. The academic plan has three key components: 1) Focus on teacher development 2) Systems to strengthen content. 3) Focus on aligning our use of data. The school uses a lot of data now. We could benefit from aligning and making it more useful for teachers and our leadership team.

Principal Ashton asked the board: Does this plan resonate with you and what other questions does it raise? Teacher. Content. Data. These are the levers. The board then had an open discussion that focused a lot on teacher effectiveness, professional development and human capital management.

The board meeting concluded with discussion around having a board retreat in the fall. The next board meeting will be June 15th.

CEO Updates + Discussion



EOY Highlights: Teacher Appreciation Day



**Thank
you Ms.
Scott!**



EOY Highlights: Last Day of School (1 of 2)

Our last day of school was highlighted by a visit from the Washington Commanders who announced a \$75K donation (and cleats!) in support of our school and football program!





EOY Highlights: Last Day of School (2 of 2)





EOY Highlights: 8th Grade Promotion





DPA Student SY23-24 Enrollment Update (1 of 2): New Student Enrollment

Below is an update on our new student enrollment for next year. We continue to push to convert “offers out” to fully enrolled students, and working hard to recruit additional 6th and 7th grade students. We recently launched bus/rail/radio ads as part of this effort

Grade	6	7	8	9	10	11
New Student Enroll Target	120	30	16	30	17	10
New Students Fully Enrolled	89	16	16	24	11	9
New Students - Partially Enrolled	5	4	1	0	0	0
New Students Offers Out	11	13	11	38	13	0
Total Students (so far)	105	33	28	62	24	9

*Data as of 6/12/23



DPA Student SY23-24 Enrollment Update (2 of 2): Student Re-enrollment

Below is an update on our returning student re-enrollment for next year. Our ops and dean teams continue to work hard to have as many students fully re-enrolled as possible for the end of the school year.

Grade	7	8	9	10	11
Student Re-enrollment Target	90	104	90	103	83
Students Fully Re-enrolled	83	85	69	93	69
Students - Partially Re-enrolled	3	6	-	-	2
Students - Still to Re-enroll	5	9	2	5	2



DPA SY23-24 Hiring Update

We are continuing to actively hire for the 2023-24 school year. We have 60 team members returning and 13 confirmed new hires so far.

New Hire Spotlight: Shaniqua Wrotten - Principal Fellow, DPA Middle School



- Served as a Regional Secondary Literacy and Humanities Coach and Middle School Vice Principal at KIPP DC since 2016
- Previously spent 5 years as a Dean of Culture and Literacy Teacher at a Noble Network charter school in Chicago



2023 CEO Review: Proposed Timeline

Last year, the CEO review took place over the summer before the school year academic data was known. Given that, the proposed timeline is for the CEO review to take place this coming fall. Please let Orlena know if you are interested in supporting.

Timeline	Activity
By September 15, 2023	DPA submits artifacts and data for evaluation.
By September 30, 2023	DPA board member(s) meets with DPA team members; and board member(s) complete Board Survey
By October 15, 2023	DPA board meets to review evaluation documentation and interview notes and completes evaluation
By November 15, 2023	DPA Board Performance Review committee meets with CEO to share findings of performance evaluation.



2023-24 Board Meeting Dates

- We are in process of finalizing our calendar for next school year. Once finalized we will propose dates to board chair.
- Calendar invites to hold board meeting dates and times to be sent by early July.
- We will aim to schedule a board retreat in the fall in alignment with one of the board meetings

Key Finance Items

April Financials



April Financials: Executive Summary

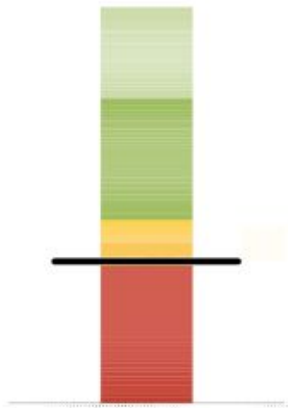
- **Based on current projections, we will still end the year with 47 days of cash.**
- **Our projected revenue decreased \$56k this month (\$281k over budget) due primarily to a strategic push to move more Federal Revenue to FY24.**
- **Our projected expenses decreased \$55k this month (\$657k over budget) due primarily to the adjusting our rent to actuals and removing half of our unforeseen expenses.**
- **We have begun drawing down ESSER II and plan to begin drawing down ESSER III and CSP in May.**



April Financials: Key Indicators

Days of Cash

Cash balance at year-end divided by average daily expenses

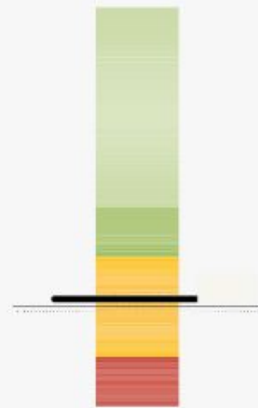


47 DAYS OF CASH AT YEAR'S END

The school will end the year with 47 days of cash. This is below the recommended 60 days, and the same as last month.

Gross Margin

Revenue less expenses, divided by revenue

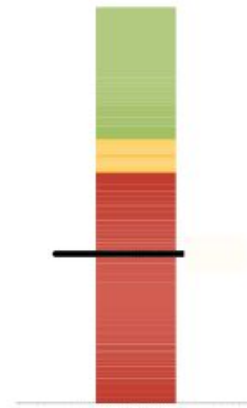


0.8% GROSS MARGIN

The forecasted net income is \$138k, which is \$376k below the budget. It yields a 0.8% gross margin.

Grants Invoiced

Federal grants requested divided by federal grants awarded.

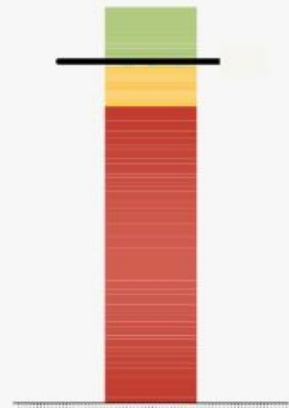


38% GRANTS INVOICED

ESSER III and CSP draw downs will begin in May.

Forecasted FAR

Forecasted calculation of PCSB's Financial Audit Review (FAR) at year-end



FORECASTED FAR SCORE: 86

The Financial Audit Review (FAR) is the PCSB's annual evaluation of the school's financial and operational position.

FY24 Budget Approval (see attached deck)