

## Minutes from the January 8, 2014 Inspired Families Association meeting

### **I. Welcome from Kalena Clarke, IFA president**

### **II. Principal's report (Zoe Duskin)**

**Intersession** (which was just before winter break) was great and went really well. Students went off-campus for some of the classes, to Beta Academy and YMCA (for cooking). The school is interested in assistance with finding community partners for the spring intersession. If you have a contact at a restaurant that would be particularly welcome.

**Recruitment:** The school is currently recruiting new Teaching Fellows as well as new students for next year. For fellows, there is a new partnership with Trinity University this year that will allow them to get a master's degree during their teaching fellowship.

Student recruitment is also underway. The lottery is designed differently this year, because there is a common application and common lottery. Siblings still get preference.

The Education Festival (formerly called the Charter School Expo) is this coming Saturday, January 11. Prospective families will be able to meet staff and current families. If you would like to come and represent the school, please sign up via the signuugenius site that was sent out on the google group. If this Saturday is not good for you, you can sign up for other recruitment events this spring (open houses, etc). Zoe is preparing talking points for families to use at these events.

**Phillips Collection partnership:** The student art will be hung in the museum on April 14, with the family event to be held after spring break.

**The YMCA** has confirmed that Inspired Teaching families will have priority sign up for summer programs at the Y (whether you are currently in the aftercare program there or not).

A new partnership with the **Washington Concert Opera** will start this month. (A concert opera is the singing without the sets and costumes.) The Washington Concert Opera will put on a series of assemblies at school in January and February for 3<sup>rd</sup> through 5<sup>th</sup> grade students. They will also be holding an open house at their office at the Josephine Butler Parks Center on the February half day, so if you pick up your child from school at noon you can go over there and learn more about the program.

The school has just been honored as **one of the nation's 24 Exemplar Schools by the Partnership for 21<sup>st</sup> Century Skills**. You can see more information at [www.P21.org](http://www.P21.org). The website also has a podcast featuring school admin/principals/staff.

**Middle school update:** The school has decided to continue to use the current 4<sup>th</sup>/5<sup>th</sup> grade model (some specialization and some moving to another teacher for certain subjects) for a few years, until the current fifth grade is older. As the number of middle school-aged students increases, the school will be able to implement its middle school model (with more specialization, etc.).

**Wish list items:** Thank you! So many items came in that it took Zoe several days to uncover the floor of her office. The teachers and staff are very grateful for all the donations. For the elementary students, there is new outdoor play equipment and a much improved selection of nonfiction books. For the early childhood classes, there are tons of blocks and other items to share among the early childhood team. (If you got a notice that your gift was not delivered because the school was closed, don't worry: they have all been delivered now.)

**Donation letters:** If you did not receive a tax-deduction acknowledgement for any 2013 donation please contact Kate Keplinger and she will get it for you.

### **III. New Campus Update (Deborah Williams)**

Last fall the school was awarded the old Shaed Elementary building by the DC government. The plan for the building includes an incubator space for Lee Montessori (a new school that is opening this fall). Inspired Teaching will eventually take over the whole space as we grow. Lee Montessori intends to have their own permanent space elsewhere after three years.

The intention is to move into the new building in August 2014.

Architects who are working on the renovation plan for the building are Perkins Eastman DC. Construction firm is Forrester Construction. Both were selected after an RFP and review process.

The school staff (Deborah Williams, Zoe Duskin and Kate Keplinger) and Board have been working with Lee Montessori, Perkins Eastman, Building Hope (a nonprofit that helps charter schools find facilities), and Brailsford and Dunlavey (a project management firm).

Shaed elementary was named for two Black women educators who had a strong commitment to education and were well-known in this community. (In fact, Deborah met one of them once!)

The architecture firm will present some preliminary ideas tonight, but we need feedback from families. There will be an email with a link to a survey; please respond. (The faculty are also being surveyed.)

The negotiations with DC over the exact terms of the lease (including the length of the lease term) are still underway.

Construction will be in phases. Phase 1 includes all classrooms and offices and will be completed first. Additional spaces will be completed in subsequent phases.

The school will post construction updates on the school website as construction progresses.

Deborah then introduced the Perkins Eastman Team. (I didn't catch their names.)

**Perkins Eastman presentation:**

The architects shared photos of the current site, which is at 3<sup>rd</sup> and Douglas Streets NE and adjoins the Edgewood Recreation Center site. The school is a typical 1970s school building with an open floor plan. There is a decent amount of natural light in the building from the windows and skylights in the ceilings of some rooms.

The construction plan includes ideas for additional spaces in future years, so some spaces will be completed in the 2015-16 school year or the 2016-17 school year.

Architectural team toured the school at its current location, and from that (as well as from conversations with Ms. Williams and Ms. Duskin), they arrived at some design principles.

Those include

- the community's use of space ("You guys use every space as a teaching space.")
- vegetation/ garden space and environmental stewardship
- art in classrooms and common areas ("It's everywhere and you guys display it everywhere you can. We want to incorporate that into the building.")
- extended learning spaces (spaces in the building outside of the classrooms where learning takes place)
- natural light
- sustainable design
- "Active learning landscape"
- Hands-on learning
- safety and security
- and a common area that is the heart of the community.

The building is well-organized for what we are trying to do. There are multiple entrances: one for ITS off Douglas street and a second one for Lee off 3<sup>rd</sup> Street (on a lower level).

The plan is for the school interior to be divided into two spaces for the two schools; students won't move back and forth between them. Both schools have access to the outside play spaces.

Classrooms are the same as or slightly larger than the current classrooms (except for the one really large first grade classroom; none of the new classrooms will be as large as that). The large common space in the new building is approximately the size of the current gallery. There is a large multipurpose room/gymnasium as well.

The plan calls for early childhood on ground and first floor; elementary on the second; middle school on the third. Lee Montessori will have part of the ground and first floors.

The proposal includes access to the gymnasium for the surrounding community in the evenings and on the weekends for community activities. The space will have locked doors preventing access to the rest of the school.

There may be other subtenants in the future (once Lee Montessori has moved out), but they will always be education-related.

Classrooms: The idea is to have flexibility that allows for small-group as well as large-group learning. We also are thinking about acoustics, lighting, etc, to optimize the learning experience. We are also thinking about furniture arrangements that will allow for this sort of flexibility.

It is important that the entrance be welcoming.

The exterior of the building is currently not very welcoming or attractive. If funding permits there will be color or design elements for the exterior that will make it more appealing and softer. Maybe can accomplish this with vegetation. "Maybe we can even engage the children. The artwork at this school is fabulous."

[End of Perkins Eastman slide show presentation.]

**Questions:**

Q: Is timeline realistic?

DDW: Yes. Project managers say it's an ambitious timeline but does build in places for things not to go as planned. Of course not 100% but she has a high degree of confidence that it will open on time. The construction will be done in phases, with the classroom space coming in first.

Perkins Eastman: We are already working on the long-lead items so that they will be ready when the time comes.

Q: What about green design?

Perkins Eastman: Yes, LEED Silver is required. There will be new mechanical and electrical systems that will be energy efficient. There will also be new plumbing fixtures. And of course the garden. There will also be a focus on acoustical and lighting design as part of the learning environment.

Q: What about parking?

DDW: There are parking restrictions in the neighborhood but there is some neighborhood parking. The school does not have a parking lot and we will not be able to add one. There are families who are working on coordinating van services. The school staff is focusing on the building and needs families to organize the van pools, etc. (The school cannot provide van service because the insurance would be prohibitively expensive.) The parent organizers are working with WMATA to try to get a Metro van from either Rhode Island Ave or Brookland station.

Q: What outdoor space other than the small playground right next to school?

DDW: We are negotiation with DPR about access to the rec center and its fields and playgrounds.

#### **IV: Other IFA initiatives and events**

a. Recruitment (Marcy Mistrett and Julia Barros):

The Education Festival (formerly the charter school expo) is this Saturday. Please sign up for a slot to volunteer on the signup genius and register online as a volunteer. Also there are open houses 1/18, 2/22 and March something. All on Saturdays. Once the lottery is over there will be some during the school day. There also will be new PR materials coming soon.

b. Room Parents: tabled until February – talk about things that have been working well or less well in the classrooms

c. New Campus Transportation – tabled until February. Please pay attention to the google group for information about the transportation plans for next year.

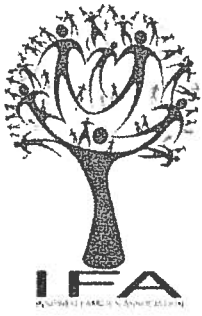
d. Game Night and Potluck – February 22 with Labyrinth game store

e. Inspired Giving Drive and Evening -- April 4 (hoping to have at Josephine Butler Parks center again)

f. Financials – see handout

Submitted by Lucy Newton, IFA Secretary

Approved and adopted by IFA Board 1/9/14



# IFA “All Families” Meeting Agenda

Wednesday, January 8, 2014

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|------|--|----------------|
| I.   | Family Social                                | 5:30 – 6:00 pm |
| II.  | Welcome                                      | 6:00 – 6:10 pm |
| III. | Principal’s Report                           | 6:10 – 6:30 pm |
| IV.  | New Campus Update                            | 6:30 – 7:30 pm |
| V.   | IFA Initiatives & Events                     | 7:30 – 7:50 pm |
|      | a. Recruitment                               |                |
|      | b. Room Parent Discussion                    |                |
|      | c. New Campus Transportation                 |                |
|      | d. Game Night & Potluck (Feb. 22)            |                |
|      | e. Inspired Giving Drive & Evening (April 4) |                |
|      | f. Financials                                |                |
| VI.  | Closing Remarks                              | 7:50 – 8:00 pm |

# IFA FINANCIAL REPORT

June - September

For Period July 1, 2013 - September 30, 2013

<b>BALANCE ON HAND 7/1/2013</b>	<b>\$64,137</b>
<b>INCOME</b>	
<b>Fall Festival</b>	
Sidewalk Sale	
Sideyard Sales	
Chili Cookoff	
<b>Winter Fest</b>	
Tree Sale & Bake Sale	
<b>Merchandise Sales</b>	
Tshirts & Magnets	140
	<b>\$140</b>
<b>OPERATING EXPENSES</b>	
<b>Facilities</b>	
Lobby Desk & Console	(\$1,015)
Lobby Couches & Tables	(\$1,527)
Picnic Tables	(\$900)
Library Shelves	(\$935)
Beautification Day Supplies	(\$512)
<b>School Equipment &amp; Supplies</b>	
Tricycles	(\$1,709)
Laminator	(\$1,786)
Laminator Supplies	(\$1,000)
Playground Equipment	(\$2,000)
LCD Projectors	(\$3,200)
iPAD Covers	(\$165)
Document Cameras	(\$2,000)
<b>Fall Festival</b>	
Arts & Crafts	\$0
Supplies	\$0
Food & Other Consumables	\$0
<b>Winter Fest</b>	
Arts & Crafts	\$0
Supplies	\$0
Food & Other Consumables	\$0
<b>Social Event</b>	
Teacher Appreciation	0
<b>Recruitment</b>	
Supplies	0
<b>Enrichment</b>	
YMCA Partnership	(\$3,905)
<b>IFA Expenses</b>	
Credit Card Fees on T-Shirt Sales	(\$3)
Corporation Filing Fees	(\$80)
IFA Meeting Expenses	\$0
AIM Insurance Association	(\$356)
	<b>(\$21,094)</b>
<b>ENDING BALANCE 09/30/2013</b>	<b>\$43,183</b>

# IFA FINANCIAL REPORT

October - January

For Period October 1, 2013 - January 8, 2014

<b>BALANCE ON HAND 7/1/2013</b>	<b>\$</b>	<b>43,183</b>
<b>INCOME</b>		
<b>Fall Festival</b>		
Sidewalk Sale	\$	1,033
Sideyard Sales	\$	516
Chili Cookoff	\$	503
<b>Winter Fest</b>		
Tree Sale & Bake Sale	\$	5,803
<b>Merchandise Sales</b>		
Tshirts & Magnets	\$	470
	\$	<b>8,325</b>
<b>OPERATING EXPENSES</b>		
<b>Facilities</b>		
Lobby Desk & Console	\$	-
Lobby Couches & Tables	\$	-
Picnic Tables	\$	-
Library Shelves	\$	-
Beautification Day Supplies	\$	-
<b>School Equipment &amp; Supplies</b>		
Tricycles	\$	-
Laminator	\$	-
Laminator Supplies	\$	-
Playground Equipment	\$	-
LCD Projectors	\$	1,101
iPAD Covers		
Document Cameras	\$	(367)
<b>Fall Festival</b>		
Arts & Crafts	\$	(242)
Supplies	\$	(195)
Food & Other Consumables	\$	(308)
<b>Winter Fest</b>		
Arts & Crafts	\$	(1,349)
Supplies	\$	(3,191)
Food & Other Consumables	\$	(41)
<b>Social Event</b>		
Teacher Appreciation	\$	(73)
<b>Recruitment</b>		
Supplies	\$	(450)
<b>Enrichment</b>		
YMCA Partnership	\$	-
<b>IFA Expenses</b>		
Credit Card Fees on T-Shirt Sales	\$	(88)
Corporation Filing Fees	\$	-
IFA Meeting Expenses	\$	(398)
AIM Insurance Association	\$	-
	\$	<b>(5,601)</b>
<b>ENDING BALANCE 01/08/2014</b>	<b>\$</b>	<b>45,908</b>

Fall Festival Net \$ 1,307

Winter Fest Net \$ 1,222