



WMC

Woodrow Wilson High School Management Corporation, Inc.

Meeting of The Board of Directors

Minutes of Meeting – December 14, 2007

Attendees:

C. Samuels, Secretary	R. Zugby, Vice Chair	A. Evans, Co-Treasurer
D. Spruell	G. Callanen	Cathy Reilly
J. Koczela, Chairman	M. Froning	John Howe
M. Morton	A. Wilson	G. Bargeman
J. Shea	J. Williams, <i>Ex Officio</i>	

Guests: Ms. Elaine Smith; Mr. Ajibade DaSilva; Mr. Jesus Aguirre; Mr. Justin Cohen; Ms. Pamela Gardner; Dr. E. Bennett

The meeting was called to order at 7:15 AM in the Library after determining that a quorum was present. There were no proposed changes to the agenda.

The following consent items, moved by Mr. Samuels and seconded by Mr. Zugby, were unanimously passed:

1. Approval of Minutes from November 16, 2007
2. Approval of Minutes from the December 10, 2007 special meeting
3. Resolution approving Howe Employment Agreement for 2008

Status of Outstanding Actions items for Previous Meeting(s) were briefly discussed

1. Bank change report (MB, AE, AW)—see below
2. Operational Audit of WMC (DS, GB, MM)—see below
3. Time line for deliverables update (JH)—completed
4. Communications to Hawk One and MPD (JH)—completed
5. Field use comments by 11/26—completed

The Treasurer's report was given, and Mr. Howe presented the YTD P & L through November. It was suggested that the report should be called a YTD Financial Statement because WMC is a non-profit corporation. This will be done for all future reports. It was also recommended to Mr. Howe that WMC may be able to take advantage of tax free purchases utilizing WMC's 501c3 status. He said he would look into that matter.

Mr. Evans and Mr. Wilson presented their recommendations concerning the new banking relationships. Their recommendation was the Industrial Bank of Washington. A discussion ensued concerning the bank's Charter: was it in the District or Maryland? The recommendation was accepted providing that it does have a Charter in the District of Columbia. This was later verified by Messrs. Evans and Wilson.

Ms. Spruell gave the audit committee update. We will be using Project Hope to assist us with insuring that all of our financial and general information is properly filed. The committee will be having a meeting with Project Hope's representatives on January 11, 2008. They will inform Mr. Howe of the time so that he can be there for the meeting.

Mr. Howe presented the Executive Director's report. There were discussions concerning on-going leaks in the Cupola. It was noted that a window had been left open, and that it was now closed, and that we would continue to check for leaks, and have it repaired if necessary. Mr. Howe briefly discussed the new security doors that are being installed. He was asked to present to the board at the next meeting a phased time-line for the project. Everything should be installed by the end of January, and then a few more weeks to finish the integration of the system. Mr. Howe also reported that work on the heating system in the gym wing is on-going; the elevator is working again; lockers near L13-14 are still not installed.

Mr. Howe reported that the Vendor Selection Project Team for choosing an A&E firm for the modernization of Wilson (Phase I – Feasibility Study) had concluded its process. The firm of Grimm Parker was selected from three outstanding finalists. A contract has been exchanged and will be finalized as soon as possible so that Grimm Parker can be formally introduced to the Wilson community and can commence work. He further reported that a field trip to Arlington's Washington-Lee High School was being organized quickly. A more formal field trip to that school and others will be organized later.

The Board started its quarterly meeting with the Chancellor at 8:00 a.m. The following attached report represents a re-cap of the restructuring discussion as it relates to all schools including Wilson, which was compiled by Ms. Froning. In addition to the restructuring, the Chancellor also spoke at length on the school closures and Wilson's autonomy model.

The meeting was adjourned at 9:00 AM.

Respectfully submitted: _____