



# St. Coletta Special Education Public Charter School

Seeing possibilities beyond disabilities

## Board Meeting Minutes

November 12, 2025

6:45 PM

In Person and by Zoom

### Welcome, Roll Call, and Call to Order

The meeting of the St. Coletta Special Education Public Charter School Board was called to order at 6:45 PM. Three new board members — Roni DiGenno, Carla Hall, and Jenny Shah — were introduced at the start of the meeting.

### Attendance

Members present: Josh Lewis, Chip Henstenburg, Roni DiGenno, Frances Slaughter, Carla Hall, Jenny Shah, Francis Campbell, Janel Brown, and Shanta Bryant. Absent: Carla Ware-Easterling.

### Approval of Previous Meeting Minutes

Board members reviewed the draft minutes from the September 10, 2025 meeting. A correction was noted regarding an excused absence. With that amendment, a motion to approve the minutes was made at 6:47 pm and unanimously approved by all members present.

### Public Comment

Christina Mehrtens, a member of the public, attended the meeting virtually but did not provide comments.

### Mission Moment – Teacher Spotlight

The Board welcomed Catie Brown, a teacher at St. Coletta, who shared her background and passion for special education. She described her family's lifelong dedication to caring for children with complex needs, her journey into teaching, and her commitment to students with visual impairments. Catie showcased innovative classroom projects including the use of a 3D printer to create tactile educational tools, assistive devices, and adaptive switches at a fraction of commercial costs. She also discussed her work in the National Federation for the Blind Teachers of Tomorrow program, where she receives national training and advocates for students with cortical visual impairment (CVI).

### State of the School – Amy Warden, Principal

Principal Warden reported strong progress during the fall semester. Family engagement initiatives have expanded, including new parent trainings and a fall canned food drive. Current enrollment stands at 249 students, just one below the school's 250-student target. Efforts are ongoing to ensure accurate special education level classifications to maximize Level 4 funding.

Recruitment continues for four classroom teachers, one social worker, and several paraeducators. Preparations are underway for the upcoming Quality School Review (QSR), scheduled for December. Next steps after the QSR include receipt of a draft report in April 2026 and a vote by the DCPCSB in May 2026.

### Financial Report – Michael Olivarri, CFO

Mr. Olivarri presented financial statements for the first quarter of FY2026 (through September 30, 2025). The organization maintains a strong balance sheet overall with \$4.9 million in cash, representing approximately 60 days of operating expenses, or 122 days if liquid investments are included.

Total revenues reached \$9.95 million, exceeding the budget by \$237,000 primarily due to higher investment income. Total expenses were \$452,000 over budget, largely because of one-time contractor conversion fees during the transition to in-house employment. The net forecast projects \$1.3 million in surplus versus a \$1.6 million budgeted surplus, reflecting these front-loaded costs.



## Development Report – Jasmine Pletzer, Chief Development Officer

Ms. Pletzer shared updates on fundraising, marketing, and communications efforts. Total giving is \$132,000 (as of July 1), with the majority from grants; notable awards include a \$150,000 multi-year (3-year) unrestricted commitment from the Stewart Trust, plus support from the Norton and Abila Foundations. The Development team has completed a “Ways to Give” section on the website, is producing short “stories of impact” and therapy videos (target ~2 stories per quarter), and is running the year-end appeal series and forthcoming mailed appeals; case-for-support and sponsorship one-pagers will be ready for distribution in January. The department is almost fully staffed, having recently hired a Development Database Director. They are recruiting for a Development Officer to complete the team. Finally, St Coletta will be hosting two town halls in November and in December at the school related to the development of the former RFK stadium site. Board members are encouraged to attend .

## Operations Report – Kaiheem Mason, COO

Mr. Mason briefed the Board on ongoing city infrastructure work near the school that will significantly reduce parking availability through 2027. Temporary parking and bus route adjustments are being implemented.

## Board Business

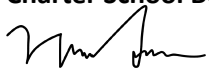
Board members discussed ongoing orientation support for new members, including governance and financial training. Future plans also include a potential retreat. The Board reaffirmed the inclusion of Development and Operations reports as regular agenda items.

A motion was made to approve an extension of Chip Henstenburg’s board term for two years, though Chip noted that his intent is to leave the board before his term is up, likely in Spring 2026. The motion was approved unanimously by all voting members present.

Josh noted that he will be leaving the board when his term is up in December 2026.

**A motion to adjourn the public session was made and approved unanimously at 7:48 PM.**

**The meeting minutes from this session were approved by participating voting members of the St Coletta Public Charter School Board at 6:37 pm on January 14th, 2026.**



Josh Lewis

President, St. Coletta Public Charter School Board

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