ST. COLETTA
SPECIAL EDUCATION PUBLIC CHARTER SCHOOL
1901 INDEPENDENCE AVENUE SE • WASHINGTON, DC 20003 • 202-350-8680

Board Meeting Minutes

May 13, 2026
6:30 PM
In person and zoom

I. Call to Order and Roll Call

The meeting of the St. Coletta Special Education Public Charter School Board was called to order at 6:33 pm on May 13, 2026. Board members present: Josh Lewis, Janel Brown, Francis Campbell, Roni DiGenno, Shanta Bryant, Bert Wyman, Jenny Shah (zoom), Carla Hall (zoom), and Carla Ware-Easterling (zoom for a portion of the meeting). Absent (excused): Chip Henstenburg. Absent (unexcused): Frances Slaughter.

II. Approval of Prior Meeting Minutes

The Board reviewed the minutes from the March 11, 2026 meeting. A motion to approve the minutes was made at 6:35 pm and approved unanimously by all members present.

III. Public Comment

Members of the public were invited to provide comments and ask questions. One community member asked about the enrollment and lottery process for a prospective student, and school leadership agreed to follow up directly regarding admissions. Another attendee introduced herself and shared that she was attending to learn more about the school and board process.

IV. State of the School – Amy Warden, Principal

Amy provided updates on enrollment, school programming, and the school's ongoing charter renewal and accreditation reviews. She reported that the school recently completed the qualitative site review portion of its 20-year charter renewal process and that leadership would present before the DC Public Charter School Board on May 18th for the formal renewal vote.

Amy also summarized the recent NCASES accreditation site review, which included classroom observations, meetings with leadership, parents, and operations staff, and extensive review of instructional and compliance documentation. Reviewers praised the school's physical environment, nursing department, instructional programming, and the overall school culture, particularly the positive and supportive atmosphere for students.

The review team also provided recommendations for continued improvement, including supports for students with visual impairments, classroom environment enhancements, and continued refinement of internal systems and documentation practices.

Board members discussed the review process, transportation procedures, accessibility considerations within the building, and the school's ongoing commitment to continuous improvement. Amy also announced that graduation is scheduled for July 17, 2026, with 19 graduating students.

V. Finance Report – Michael Olivari, CFO

Michael presented the financial report for the nine months ending March 31, 2026. He highlighted a significant improvement in the school's financial position, noting a turnaround from a deficit in the prior year to a positive gain driven by increased revenue, improved staffing efficiencies, and careful expense management.

Discussion focused on special education funding levels, reimbursement timing, and operational challenges associated with obtaining updated student classifications and individualized education plans (IEPs). Leadership noted ongoing advocacy efforts with OSSE and other stakeholders to ensure the school receives funding aligned with the needs of students served. Board members also discussed Medicaid reimbursement timing and the school's Form 990 filing and public transparency practices.

VI. Chief Development Officer Report – Jasmine Pletzer, CDO

Jasmine reported that the development team attended the Association of Fundraising Professionals global conference to participate in professional development, fundraising strategy sessions, and nonprofit management training.

She also provided updates on planned giving initiatives, charitable revenue analysis efforts, donor engagement activities, and recent gifts received from supporters connected to the organization. Leadership additionally discussed community engagement efforts, including hosting candidate forums and continuing advocacy with DC Council members regarding supplemental funding and long-term financial stability for special education services.

VII. COO and CEO Reports – Kaiheem Mason and Mike Rodrigues

During the COO and CEO discussion, leadership provided updates regarding facilities planning and long-term infrastructure priorities, including ongoing evaluation of the school's HVAC systems and related capital improvement needs. Discussion focused on replacement timelines, energy efficiency opportunities, and the importance of maintaining a comfortable and reliable learning environment for students and staff.

Leadership and board members also discussed the growing role of artificial intelligence (AI) tools in education and nonprofit operations, including opportunities to improve administrative efficiency, communications, and internal processes while ensuring appropriate safeguards and oversight remain in place.

Discussion also focused on the school's advocacy efforts regarding supplemental special education funding. Mike reviewed the school's ongoing work with the D.C. Council and other stakeholders to secure additional funding support for students requiring intensive one-to-one services, as well as broader efforts to advocate for changes to the student funding formula.

VIII. Board Business

A motion was made to approve the school employee handbook. Leadership summarized several updates and revisions to the handbook, including operational and personnel-related clarifications. Following discussion, the motion was approved unanimously by all voting members present.

Shanta raised for the group's awareness the need to do an annual review/check in on the bylaws. The bylaws will be circulated for review and any issues identified will be discussed at the next board meeting.

Josh reminded the board that the board voted on the school's processes and procedures at the March 2026 meeting. Since that time, Jenny has done a comprehensive review of those processes and procedures and she did not identify any major issues.

Bert summarized the LEA brief that the board received from DC Public Charter School Board staff. In this discussion, the board discovered that Principal Amy Warden had not received a copy of the brief. There will be further discussion after Amy has a chance to review the information.

Josh welcomed Bert Wyman to his first official board meeting and thanked Janel Brown for her years of service on the Board, noting that the May meeting would be her final meeting as a board member. Board members expressed appreciation for Janel's contributions and commitment to the school and its students over the course of her service.

IX. Adjournment

At the conclusion of the public session, a motion was made and approved unanimously for the Board to enter into a closed session in order to train and develop members of a public body and staff, in accordance with DC Official Code 2-575(b)(12).

A motion to adjourn the public session was made at 8:30 pm.

The meeting minutes from this session were approved by the participating voting members of the St Coletta Public Charter School Board at 6:34 pm on July 8, 2026.

Thomas J Lewis

(Thomas) Josh Lewis
President, St. Coletta Public Charter School Board

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