



TWO RIVERS BOARD OF TRUSTEES

June 9, 2025

Call to Order

Chair Trembl called the June 9th meeting of the Two Rivers Board of Trustees to order at 6:07PM at 4th Street Elementary. Chair Trembl opened the meeting by explaining that the meeting would be held per the Open Meetings Act and recorded. He further noted that he is acting as proxy for Trustee Elaine Hou and proper procedure had been followed to ensure a proxy vote.

Roll Call

Board Members

Gregg Trembl, Chair	Present
Erin Sheehy, Vice Chair	Present
Elle Carne, Secretary	Present
Ben Robins, Treasurer	Present
Faisal Awwal, Trustee	Present
Lauren Hamilton Edwards, Trustee	Absent
Elaine Hou, Trustee	Present, by proxy
Malik Husser, Trustee	Present
Alvincent Hutson, Trustee	Present
John Phillips, Trustee	Absent
Derek Pierce, Trustee	Present
Jessica Proffitt, Trustee	Absent
Ahna Smith, Trustee	Absent
Cara Williams, Trustee	Absent
Aswathi Zachariah, Trustee	Present
Belicia Reaves, Executive Director and Ex Officio	Present

Others Present

Michelle Kimso, Special Project Manager for the Office of the Executive Director
Bridget Jackson, Chief of Staff
Mike Jacobs Jr, Trustee Elect
Alyssa Brunner, Trustee Elect and 4th St ES Parent
Rebecca Boehn, Finance Committee Member and Young ES parent
Ross Knorr, EdOps

Approval of Meeting Agenda

The meeting agenda was amended to reflect that the donor wished to remain anonymous and removed from the drafted minutes. Trustee Husser did not vote, all other Trustees voted to approve the amendment.

The meeting agenda was approved as amended with Trustee Husser not voting, all other Trustees voted to approve the amended agenda.

Executive Director Report

Executive Director Reaves started her report by sharing a video from the Moana Jr. Musical, which also included students from all three schools. Reaves then shared an update on end of year assessments, including that the Math MAP data showed a double digit gain in the median percentile and the students in the top two growth bands had an 8 point increase over last year, while students in the bottom two growth bands decreased by 7%. For ELA MAP data students had a 5 point gain in the median percentile and the students in the top two growth bands had an 1 point increase over last year, while students in the bottom two growth bands decreased by 4%. She also shared that there is the need to strengthen Tier 1 literacy instruction and provide additional support to teachers in both curriculum understanding and instructional delivery. Currently Two Rivers has exceeded its enrollment goal of 1,039 to 1,053 with a re-enrollment rate of 84%.

Reaves continued to share an update on the Strategic Plan, of which Two Rivers completed the first year. She highlighted the co-teaching cohort, hiring processes, and the investment strategies. Two Rivers had also hired a Director of Family Engagement and created a network dashboard.

A discussion was held on when testing was taking place, use of new curriculum, trends in testing and perks of working at Two Rivers.

Finance Committee Report

Treasurer Robins presented the following memos which were shared with the board in advance:

- **FY26 Contract for Interpretation Services** - Two Rivers is committed to ensuring access for all students and their families. Students and families who are English Language Learners or who communicate via ASL require interpretation and translation services in order to have access to the full range of services provided by the school. Two Rivers followed the Public Charter School Board's procurement policy and received three proposals, from ACSI Translations, Global Language System, and SignGlasses. Proposals were reviewed by a selection committee and proposals were ranked using a scoring rubric which considered experience, scope of work, cost, and references.
- **Recommendation** - Two Rivers requests approval to contract with ACSI Translations for \$30,000 in FY26.
- **Vendor Renewals** - Two Rivers works to confirm and renew service contracts annually and in alignment with the completion of the Two Rivers budget process. Contracts previously procured in compliance with DC Public Charter School Board requirements are eligible for renewal without further procurement. Two Rivers used the services of the companies in the below table in FY25. Rates for FY26 were solicited and increased/decreased usage (if any) was considered. The contracts were previously procured in compliance with DC Public

Charter School Board requirements and are therefore eligible for renewal without further procurement.

Contractor	Service	Rate Change	FY25 Cost	FY26 Cost
EL Education	Professional Development and Implementation of the EL Education School Reform Design	EL has been operating at a loss, but recent increases in operational costs have made that not sustainable. As a response, they have created a new pricing structure, which includes an increase in their minimum purchase of days and a 16% increase in the rate for school design.	\$80,000	\$98,100
Traditional Expressions	African Drumming Instruction	Usage: We are reducing services from drumming and dance to drumming only. Rate: 5% increase	\$150,000	\$78,750
Sterling	Applied Behavior Analysis (ABA) Therapy	No changes	Contract value depends on use of services. Estimated year-end cost is \$80,000	We will use a pool of vendors. Estimated total cost is \$80,000.
Attain Therapy	Applied Behavior Analysis (ABA) Therapy	N/A	\$0 This contract was approved last year as part of a pool of vendors to provide this service. We did not use this vendor but wish to keep them in our pool for next year.	

Ellis Therapeutic	Applied Behavior Analysis (ABA) Therapy	N/A	\$0 This contract was approved last year as part of a pool of vendors to provide this service. We did not use this vendor but wish to keep them in our pool for next year.	
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- Recommendation - It is recommended that Two Rivers continue to use the listed vendors. They continue to be effective, affordable partners.

EdOps School Finance Manager Knorr shared an update to the budget which was presented to the Board at the May meeting. The Mayor’s budget presentation confirmed the 2.74% increase but also introduced a 3.1% increase to the facilities funding rate. The total expenses increased as Managers/Directors/Leaders received a 2% increase, instead of the original 1% in their offer letters. Two Rivers also received 1.3M from ERTC at the beginning of June. The DSCR increased to 1.23 and Days of Cash increased to 169.

- Recommendation - It is recommended that the Two Rivers Board of Trustees vote to approve the FY ‘26 Budget.

All Trustees unanimously voted to approve the budget.

Development Committee

ED Reaves shared that Fantastic Voyages have wrapped up and they are looking to restructure the Development Department.

Academic Committee Report

ED Reaves shared that 8th graders are being celebrated through creativity in Passage Portfolios with 93% passing on the first time. The remaining students passed in round two. There are 61 students going to 27 high schools across the city.

A discussion was held around selective high schools and how students were doing after they left Two Rivers.

Governance Committee

Chair Treml shared that Treasurer Robins, Trustee Hamilton-Edwards, and himself are not returning after completing one three-year term on the Board. He honored Trustee Zachariah for completing her 6-year term on the Board by reading the following resolution.

IN RECOGNITION OF EXTRAORDINARY SERVICE AND LEADERSHIP
THE BOARD OF TRUSTEES OF TWO RIVERS PUBLIC CHARTER SCHOOL
PRESENTS THE RESOLUTION IN HONOR OF

ASWATHI ZACHARIAH

WHEREAS, Aswathi Zachariah served two, three-year terms as a Trustee on the Two Rivers Board of Trustees (the “Board”) from 2019 through 2025;

WHEREAS, Aswathi Zachariah served as Board Secretary and Chair of Governance Committee in 2020;

WHEREAS, Aswathi Zachariah served as a Member of the Executive Director Search Committee in 2020 the first executive director post Two Rivers founder;

WHEREAS, Ms. Zachariah served as Chair of the Board from 2021 through 2023 leading Two Rivers;

WHEREAS, Aswathi Zachariah served with distinction leading the Board and Two Rivers Network successfully through the CoronaVirus pandemic always focusing on the safety of students and staff;

WHEREAS, Ms. Zachariah served as the Chair of the Board Transition Committee, which spearheaded the search for an Interim Executive Director for the 2022-2023 school year;

WHEREAS, Ms. Zachariah is a thoughtful and dedicated advocate for the Two Rivers network, bringing her love of education and her expertise to the Board governance and oversight role;

WHEREAS, Ms. Zachariah was a key voice during the Board’s analysis of various aspects of the evolution of Two Rivers from distinct schools to an organizational network, including the construction of the Two Rivers Middle School;

WHEREAS, Ms. Zachariah helped Two Rivers enter the next phase of the organization growth by leading and supporting a rigorous selection process for a second Executive Director;

WHEREAS, Ms. Zachariah supported a streamlined annual board recruitment process for multiple years, resulting in a diverse array of subject matter experts on the Board, which has widened the aperture through which the Board views matters before it;

WHEREAS, Ms. Zachariah streamlined elements involving the Board of Trustees in a manner that amplified engagement between the Executive Director, Two Rivers leadership, and the Board of Trustees;

WHEREAS, Ms. Zachariah always brings an eye for detail, legal risk and financial acumen to her role as a Trustee and Officer on the Board;

THEREFORE, BE IT RESOLVED that the Board expresses its utmost gratitude and deepest appreciation to Ms. Zachariah for her immeasurable contributions, service, and dedication to Two Rivers; and

BE IT FURTHER RESOLVED that a copy of this resolution be permanently entered into the minutes of the June 9, 2025 meeting of the Two Rivers Board of Trustees.

Secretary Carne shared that Trustee Hou and Hutson were up for re-election of their second term.

Chair Treml as proxy for Trustee Hou and Trustee Hutson abstained, all other Trustees voted to approve the second term nominees.

Secretary Carne shared that the governance committee recommended voting Mike Jacobs Jr. and Alyssa Brunner as Trustees. They have both been serving on committees since January.

All Trustees unanimously voted to approve the new Trustees.

Secretary Carne shared that the Executive Committee slate for SY '25-'26 is as follows:

Chair: Elle Carne

Vice Chair: Dr. Derek Pierce

Treasurer: Faisal Awwal

Trustee Awwal abstained, all other Trustees voted to approve the Executive Committee.

Trustees confirmed the date for the end of year dinner and decided to vote via Doodle Poll for the Board Retreat.

Closed Session

All Trustees voted to move to Closed Session under OMA 2-575 (b) (10) To discuss the appointment, employment, assignment, promotion, performance evaluation, compensation, discipline, demotion, removal, or resignation of government appointees, employees, or officials, or of public charter school personnel, where the public body is the board of trustees of a public charter school.

All Trustees voted to move to Open Session.

Open Session

Chair Treml shared that the Board voted to renew Executive Director Reaves contract and performance based bonus.

Adjournment

All Trustees voted to adjourn the meeting at 8:02pm

Prepared by:
Michelle Kimso/s/
Executive Assistant

Submitted by:
Elle Carne/s/
Secretary



TWO RIVERS PUBLIC CHARTER SCHOOL

June 2, 2025

Gregg Trembl
Two Rivers Board Chair
1227 4th St NE
Washington, DC 20002

**Temporary Proxy for Elaine Hou
June 9, 2025 Two Rivers Board of Trustees Meeting**

Concerning the Board of Trustees of Two Rivers Public Charter School's meeting which will be held on June 9, 2025, I, Elaine Hou, chose Gregg Trembl as my proxy, due to my absence. Gregg Trembl will vote for me (Elaine Hou) during the meeting. This proxy is valid for the June 9, 2025 meeting only.

Name Elaine Hou

Date 6/3/2025

Signature Signed by:
Elaine Hou
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