



## TWO RIVERS BOARD OF TRUSTEES

February 8, 2022

### Call to Order

Chair Zachariah called the February 8th Meeting of the Two Rivers Board of Trustees to order at 6:04 PM via Zoom. Chair Zachariah opened the meeting by explaining that the meeting would be held per the Open Meetings Act and be recorded.

### Roll Call

#### Board Members

Aswathi Zachariah, Chair	Present
Malik Husser, Vice Chair	Present
Eli Schlam, Secretary	Present
Saumil Shah, Treasurer	Present
Jenny Bradbury, Trustee	Absent
Kimberly Eddings, Trustee	Present
John Phillips, Trustee	Present
Derek Pierce, Trustee	Present
Ahna Smith, Trustee	Absent
Matthew Steenhoek, Trustee	Present
Penelope Thornton Talley, Trustee	Absent
Theo Thompson, Trustee	Absent
Kristina Kyles-Smith, Executive Director and Ex Officio	Present

#### Others Present

Kenneth McCants-Pearsall, Chief Academic Officer  
Aurora Steinle, Chief of Staff  
Tricia Eisner, Senior Director of Development  
Michelle Kimso, Executive Assistant  
Khizer Husain, Director of External Relations  
Jeff Heyck-Williams, Director of Two Rivers Learning Institute  
Cara Williams, 4th Street Parent  
Alicia Rowe, Young and Middle School Parent

#### Approval of Meeting Agenda

The Board unanimously approved the February 8th meeting agenda.

## **Approval of Meeting Minutes**

The Board unanimously approved the January 11th meeting minutes.

## **Executive Director Report**

Executive Director Kyles-Smith started her report by introducing Khizer Husain, Director of External Relations, who shared that Two Rivers was recently spotlighted as one of the twenty-seven (out of 400) top global innovations in the field of formative assessments by the Finish organization, HundrED. Since 2010, Two Rivers has built expertise in assessing critical thinking skills. Previously, Two Rivers was highlighted by the HundrED in 2018 and 2019 for this assessment work as part of the HundrED's Global Collection of innovations in education. This new recognition spotlights Two Rivers specifically in the field of formative assessment from a more select group of innovations.

Jeff Heyck-Williams, Director of the Two Rivers Learning Institute, shared that Two Rivers was recently awarded Member of the Year by the Diverse Charter Schools Collation (DCSC). Two Rivers joined DCSC in 2020 and has participated in communities of practice, presented at conferences, and hosted an Excellent Schools Visit.

Dr. Kristina Kyles-Smith, Executive Director, shared that despite the hardships of operating during the pandemic, Two Rivers is again celebrating student learning through Fall Showcase, our Staff are supported and engaging in Modern Health, HR is adding staff to 4th Street, and working with Middle School staff on climate and culture. In January, staff received a memo about sub coverage pay, and Middle School teaching loads were rebalanced. The school is also sending out information on cohort-based closure due to COVID.

Aurora Steinle, Chief of Staff, shared an update on enrollment. On count day, Two Rivers had increased its enrollment overall but, due to being in a posture of growth, was under its growth enrollment target. The school is working to backfill normal enrollment. The enrollment team is growing and preparing to open up an at-risk preference in the lottery. The team has also held open houses and held a 'One Continuous Journey' event bridging 5th-grade students and families to the Middle School. Executive Director Kyles-Smith added that the goal is to get to 1076 students in two years and to 1047 students next year. This takes into account our intentions to increase enrollment at the Middle School.

## **Board Committee Reports**

### **Development Committee**

Tricia Eisner, Senior Director of Development, shared that the Gala will be held in a hybrid format on March 18th, of which students will MC. There will be two happy hours preceding the Gala, which will allow a total of 150 people to be in attendance. During the Gala, awards will be given, and there will be a live raffle. Eisner also encouraged the Board to give through a 'Trustees Challenge' in the raffle.

### **Finance Committee**

Treasurer Shah requested that the Finance Committee Job Description be updated to reflect the new titles of individuals involved in the committee. The mayor introduced a funding increase of 5.9%.

Executive Director Kyles-Smith shared that Two Rivers is working on outlining the staffing budget, which will, in turn, stabilize support in growth.

#### Academic Excellence Committee

Trustee Pierce requested that the Academic Excellence Committee Job Description be updated to reflect title changes and remove that the Academic Excellence Committee lead the annual performance review of the Executive Director. He also shared that the committee is looking at student achievement data around three dimensions of learning and developing questions around high-quality work.

#### Governance Committee

Secretary Schlam requested that the Governance Committee Job Description be updated to reflect that the Board is subject to OMA.

Following all committee reports, the Board unanimously approved the Finance, Academic Excellence, and Governance Committee updated job descriptions.

#### Adjournment

The Board meeting adjourned at 7:31 PM.

Prepared by:  
Michelle Kimso/s/  
Executive Assistant

Submitted by:  
Eli Schlam/s/  
Secretary