APPROVED

Environmental Charter Schools

Minutes

Governance Committee Meeting

Date and Time
Wednesday February 7, 2018 at 10:30 AM

Location
ECHS Auxiliary Office, 2625 Manhattan Beach Blvd. Suite 100, Redondo Beach, CA 90278

Governance Committee Members
Ken Deemer - Chair
Anthony Jowid
Alison Diaz
Jeremiah David

Governance Committee Charter

- Recommends policies and processes for effective governance.
- Evaluates Board, Chairperson and in collaboration with the Board, review's the Executive Director.
- Recruits, recommends and trains new board members.
- Set goals for the annual board retreat.
- Stewards the strategic plan and planning process.
- Develops metrics / scorecard to monitor effectiveness of organization and its programs.
- Plans for succession of board members and Executive Director.

Goals for 2017-2018

- Create a Board Dashboard within Board on Track
- Successfully onboard newest ECS Board members

- Continue to develop our pipeline of future Board members
- Adopt a mission revision and draft 2018-2021 Strategic Plan
- Collaborate with HR consultant to review evaluation procedures for all staff, teachers and admin, Board and ED

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

PUBLIC SPEAKERS AT STANDING COMMITTEE MEETINGS

Notice is hereby given that consistent with the requirements of the Ralph M. Brown Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only. The public should be aware that the Committee is unable by law to deliberate or take action on items raised during the Presentations from the Floor section.

Environmental Charter Schools recognizes that it benefits greatly from public input and perspective. Individuals are invited to address the Committee on any topic or subject matter that falls within the Committee's purview. Speakers may sign up in person immediately prior to the beginning of the Committee meeting by speaking with the Committee Chair.

Should a member of the public wish to speak on matters not listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of three (3) minutes each to address the Committee (non-English speakers utilizing translators will be given a maximum of six (6) minutes each). Please note that the Committee allows a maximum of 10 minutes to each subject as determined by the Committee Chair.

Should a member of the public wish to speak on matters listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of five (5) minutes each to address the Committee (non-English speakers utilizing translators will be given a maximum of ten (10) minutes each).

The public should be aware that the Committee is unable by law to deliberate or take action on items raised during the Presentations from the Floor section.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting ECS at (310) 214-3408, option 5.

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting, please contact ECS at (310) 214-3408, option 5.

Committee Members Present
Alison Diaz, Anthony Jowid, Jeremiah Rosario David, Ken Deemer

Committee Members Absent
None

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Ken Deemer called a meeting of the Governance Committee of Environmental Charter Schools to order on Wednesday Feb 7, 2018 at 10:35 AM.

II. Review and Approval of Agenda

A. Motion to Approve the Agenda

Ken Deemer made a motion to approve agenda.
Anthony Jowid seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Anthony Jowid	Aye
Jeremiah Rosario David	Aye
Alison Diaz	Aye
Ken Deemer	Aye

B. Approve Previous Governance Committee Minutes

Alison Diaz made a motion to approve minutes from the ECS Governance Committee Meeting on 11-06-17 ECS Governance Committee Meeting on 11-06-17.
Jeremiah Rosario David seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Ken Deemer	Aye
Alison Diaz	Aye
Jeremiah Rosario David	Aye
Anthony Jowid	Aye

III. Discussion Items

A. Brown Act Training Update

- The Committee reviewed the results of the annual Brown Act Training Quiz completed prior to the 1/29/2018 Board Meeting.
    - As a whole, board members did very well, averaging 84% correct answers.
    - Reviewed individual board member results of the Brown Act quiz and will work individually with board members who need assistance on certain content areas of the Brown Act.
    - At the March 19 board meeting, Jeremiah David will highlight and review certain questions that tended to be answered incorrectly to create learning opportunities for the board.

B. ECS 2017-2018 Strategic Goals and Reporting Structure Update

- The Committee commented on the importance of the ECS Strategic Dashboard as tool for the board to use to track long-term progress on ECS goals. The Committee recommended that an agenda item be added each board meeting to provide a Strategic Dashboard update.

C. Student Presentations Debrief

- The Committee commends the ECHS students for providing their voices as active members of the community at the past ECS board meeting. The Committee recommends the students work with their site leadership, who will then work with the ECS CEO on addressing student issues at ECHS.

D. Board Meeting Debrief

- The Committee noted some structural challenges in the board meeting physical layout and agenda structure. It was then noted that many of these challenges would be addressed further in the agenda in Action Item A.

E. New Board Member Onboarding Buddies Update

- Jeremiah to reach out to all onboarding buddies and provide support as necessary for the new board members' onboarding processes.
- Ken will check on onboarding progress as the onboarding buddy for new board member Ernie.

F. Board Committee Members Review

- Ken to reach out to new and prospective board members to discuss their committee memberships.

G.

Board Pipeline Review

Tabled.

IV. Action Items

A. Board Meeting Physical Space/Layout and Agenda Proposed Changes

- Jeremiah proposed a new format for board meetings which we will pilot at the March Board meeting.

Ken Deemer made a motion to approve new board meeting format as proposed at the March 19 board meeting.
Anthony Jowid seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Ken Deemer	Aye
Anthony Jowid	Aye
Jeremiah Rosario David	Aye
Alison Diaz	Aye

V. Closing Items

A. Adjourn Meeting

Anthony Jowid made a motion to adjourn the meeting.
Ken Deemer seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Ken Deemer	Aye
Anthony Jowid	Aye
Alison Diaz	Aye
Jeremiah Rosario David	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:35 AM.

Respectfully Submitted,
Ken Deemer