APPROVED

Environmental Charter Schools

Minutes

Governance Committee Meeting

Date and Time
Wednesday December 12, 2018 at 10:30 AM

Location
ECHS Auxiliary Office, 2625 Manhattan Beach Blvd. Suite 100, Redondo Beach, CA 90278 / Zoom: https://zoom.us/j/692911343 Or Telephone: +1 669 900 6833 (Meeting ID: 692 911 343)

Governance Committee Members
Ken Deemer - Chair
Anthony Jowid
Alison Diaz
Farnaz Flechner
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 2018-2019

- Use the ECS Strategic Benchmark Chart to measure and support ECS' success.
- Revise the ECS Vision Statement.
- Complete evaluations of Executive Director and self-evaluation of the ECS Board of Directors.
- Recruit one additional board member to the ECS Board of Directors and strengthen board pipeline.

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 (remote), Farnaz Golshani-Flechner, 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 Dec 12, 2018 at 10:38 AM.

II. Review and Approval of Agenda

A. Motion to Approve the Agenda

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

Roll Call

Ken Deemer	Aye
Anthony Jowid	Aye
Farnaz Golshani-Flechner	Aye
Jeremiah Rosario David	Aye
Alison Diaz	Aye

B. Approve Previous Governance Committee Minutes

Ken Deemer made a motion to approve minutes from the Governance Committee Meeting on 10-18-18 Governance Committee Meeting on 10-18-18.
Farnaz Golshani-Flechner seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Anthony Jowid	Aye
Farnaz Golshani-Flechner	Aye

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

III. Presentation from the Floor

A. Presentation from the Floor on Non Agenda Items

None.

B. Presentation From the Floor on Agenda Items

None.

IV. Discussion Items

A. SELPA Discussion

COO Farnaz Flechner introduced the discussion about the potential move to El Dorado SELPA. It appears that their structure is more organized and that they are more responsive to their members' needs. ECS is currently facing challenges with SW SELPA. Governance Committee concluded that they are comfortable with ECS leadership making this decision. They recommended that a concise analysis of the decision to move or stay is distributed to the appropriate stakeholders.

B. Pending Litigation Discussion

CEO Alison Diaz provided a brief update to the Committee on a pending litigation matter.

C. Board Benchmark Chart Review

Farnaz Flechner presented the board benchmark chart and asked the Committee for feedback.

Committee Member Ken Deemer reinforced the need to present the goals as achievable in order for them to be motivational.

Alison Diaz recommended that interim goals be created per school site.
Committee Member Anthony Jowid added that the communication of these goals is key and recommended that these goals be disseminated at multiple levels: through board and cabinet and then by each school leader to their staff.

Ken Deemer suggested that additional information be provided to explain the status of orange and red colors in each subgoal.

Anthony Jowid suggested that % progress indicators could be used in addition to the color scheme.

Farnaz Flechner suggested that a board study session be conducted on the benchmark chart to provide more information on the goals, subgoals and color indicators, and to obtain more constructive feedback.

D. ED Evaluation Reflections

A short discussion on the ED evaluation process took place. Board On Track was confirmed to be a beneficial tool for this process.

Action Item: Special Projects and Operations Manager Jeremiah David to ask Board On Track if there can be one customizable question added to the CEO Evaluation Survey. Alternately, Jeremiah David to ask if a separate fillable PDF form that board members can read and fill out can be included in the evaluation process.

E. Board Pipeline Discussion

Farnaz Flechner shared that ECS is looking to fill at least one more board member position on the board. An analysis of current skill-set gaps on the board took place and several potential board members to recruit to fill these gaps were discussed.

F. Board on Track for Tracking Goals

Ken Deemer presented the new Board Goals feature on Board on Track. The Committee was positive on the improvements in this feature from the prior feature that was available in Board On Track.

Action Items: Ken Deemer to introduce Board Goals feature to all board member at next regularly scheduled board meeting in January. Ken Deemer to speak with all of the committees to show them the Board Goals feature and develop their Board Goals.

V. Action Items

A. Recommend SELPA Action

Anthony Jowid made a motion to recommend that SELPA action take place at the next ECS board meeting.
Alison Diaz 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

Roll Call

Farnaz Golshani-Flechner	Aye

VI. Closing Items

A. Adjourn Meeting

Ken Deemer made a motion to adjourn the meeting.
Farnaz Golshani-Flechner seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Jeremiah Rosario David	Aye
Anthony Jowid	Aye
Farnaz Golshani-Flechner	Aye
Alison Diaz	Aye
Ken Deemer	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:43 AM.

Respectfully Submitted,
Ken Deemer