APPROVED

Environmental Charter Schools

Minutes

Governance Committee Meeting

Date and Time
Tuesday December 3, 2019 at 2:00 PM

Location
ECHS Auxiliary Office, 2625 Manhattan Beach Blvd, Suite 100, Redondo Beach, CA 90278 // Zoom info: https://zoom.us/j/916167954 Or Telephone: (669) 900-6833 (Meeting ID: 916 167 954) // Call-In Locations: 2401 Pine Ave., Manhattan Beach, CA 90266 / 6412 Capital Blvd., Raleigh, NC 27616

Governance Committee Members
Ken Deemer - Chair
Anthony Jowid
Alison Diaz
Farnaz Golshani-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 2019-2020

- Use the ECS Strategic Benchmark Chart to measure and support ECS' success.
- Complete evaluations of Executive Director and self-evaluation of the ECS Board of Directors.
- Recruit at least 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 (remote)

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 Tuesday Dec 3, 2019 at 2:02 PM.

C. Motion to Approve the Agenda

Farnaz Golshani-Flechner made a motion to approve the agenda.
Anthony Jowid seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

D. Approve Previous Governance Committee Minutes

Jeremiah Rosario David made a motion to approve minutes from the Governance Committee Meeting on 08-19-19 Governance Committee Meeting on 08-19-19.
Anthony Jowid seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Anthony Jowid	Aye
Jeremiah Rosario David	Aye
Farnaz Golshani-Flechner	Aye
Alison Diaz	Aye

Roll Call

Ken Deemer	Aye

II. Presentation from the Floor

A. Presentation from the Floor on Non Agenda Items

None.

B. Presentation From the Floor on Agenda Items

None.

III. Discussion Items

A. Discuss Executive Director evaluation process and goals

Committee member Anthony Jowid detailed the Executive Director (ED) evaluation process followed in the prior year for the previous Executive Director Alison Diaz.

The committee confirmed that the ED evaluation process would be only of Farnaz Golshani-Flechner since she started before the start of the current school year.

The committee discussed whether the same process using the same technology would be used again for the upcoming ED evaluation of Farnaz Golshani-Flechner. The 360 leadership evaluation tool that was recently established was agreed to be used as the mechanism for the ED evaluation.

A timeline was discussed, with the 360 leadership evaluation process to start in February 2020 and to conclude by the June 2020 board meeting. A more detailed timeline will be provided after further planning by the committee takes place.

Action item: Jeremiah to send the Board on Track survey template to the Governance Committee so that the Committee may compare it against the 360 leadership evaluation tool. The Committee will provide feedback to ECS leadership for changes and additions that they recommended.

B. Discuss 19/20 Committee Memberships

The Committee noted that there are two vacancies: one on the Audit Committee and the other on the Finance Committee.

The Committee discussed potential board members to fill the vacancies and recommended that board member Cathy Creasia be asked to join the Audit Committee and board member Denise Berger be asked to join the Finance Committee.

Action item: Farnaz Golshani-Flechner will inquire with the aforementioned board members about joining these committees and report back.

C. Discuss Board Member Candidates and Pipeline

Farnaz Golshani-Flechner spoke about a prospective candidate that she'd like introduce to the Governance Committee toward receiving their recommendation to the ECS board.

Anthony Jowid also referenced a prospective candidate that he'd like to introduce into the prospective board member process.

IV. Action Items

A. Recommend Executive Director/CEO evaluation process and goals

Anthony Jowid made a motion to recommend Executive Director/CEO evaluation process and goals.
Ken Deemer seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

B. Recommend Board Member Candidate(s)

Tabled.

V. Closing Items

A. Adjourn Meeting

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

Roll Call	
Farnaz Golshani-Flechner	Aye
Ken Deemer	Aye
Alison Diaz	Aye
Anthony Jowid	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 2:40 PM.

Respectfully Submitted,
Ken Deemer