

APPROVED



## E.L. Haynes Public Charter School

# Minutes

## E.L. Haynes August Board Call

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### Date and Time

Monday August 14, 2017 at 10:00 AM

### Location

Line: 515-604-9000 Code: 166656

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### Trustees Present

A. Smith, B. Rawson, C. Garfield, C. Lujan, D. McCoy, E. Westendorf, J. Edelman, M. Hall, M. Marino, M. McDonough, N. Greene, S. Kershow, T. Smith, T. Wincup

### Trustees Absent

S. Shah

### Guests Present

A. Schlick, B. Lomax, H. Darilek, J. Callahan, P. Hedlund, V. Carlo-Miranda, V. Gonzalez

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## I. Opening Items

### A. Record Attendance and Guests

### B. Call the Meeting to Order

A. Smith called a meeting of the board of trustees of E.L. Haynes Public Charter School to order on Monday Aug 14, 2017 at 10:05 AM.

### C. Approve Minutes

E. Westendorf made a motion to approve minutes from the Board Meeting on 06-09-17 Board Meeting on 06-09-17.

M. Hall seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **D. Public Comment**

### **II. CEO Update**

#### **A. Update**

CEO H. Darilek first provided highlights on the beginning of the 2017-2018 school year, which started the prior week. She shared reflections from students and teachers about the new school year. CEO H. Darilek then informed the Board about the first, all-staff retreat held a few weeks prior to the start of the school year. She discussed key themes from the retreat, including staff feedback and survey results, and thanked Board members A. Smith and M. Marino for participating in portions of the retreat. Board members A. Smith and M. Marino commented on the high-level of engagement, positive energy, and focus on the school community during the retreat.

Next, CEO H. Darilek reviewed other key developments. Tai Dixon recently joined E. L. Haynes as the New Chief Talent and Equity Officer. New signs have been completed at the Kansas Avenue school entrances, and there have been other improvements to facilities. Enrollment is expected to meet targets indicated in the 2017-2018 budget. CEO H. Darilek last noted that E.L. Haynes is fully staffed as of the first day of school.

Last, CEO H. Darilek presented high-level trends on the embargoed PARCC results for the 2016-2017 school year. She indicated that public release of the results will occur later in the week. CEO H. Darilek asked Chief Academic Officer P. Hedlund to provide additional insight on the trends.

### **III. Signature Authority and Conflicts of Interest Policy**

#### **A. Signature Authority for the 2017-2018 School Year**

Chief Operating Officer V. Carlo-Miranda reminded Board members of the need to delegate signature authority to Board officers and certain staff members on annual basis. She referred to the draft resolutions provided in advance of the meeting, and asked whether Board members had any questions or comments.

M. Marino made a motion to delegate authority to Board officers and certain members of the staff.

S. Kershow seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **B.**

### **Conflicts of Interest Policy Reminder**

Chief Operating Officer V. Carlo-Miranda reminded Board members to return executed copies of the conflicts of interest policy if they had not done so already.

Board member E. Westendorf disclosed the engagement of his wife for professional services under a Marriott Foundation grant provided to the school. Chief Operating Officer V. Carlo-Miranda explained that funds for this engagement do not come from the school's operating budget. Additionally, the contract existed prior to the time that Board member E. Westendorf joined the Board.

## **IV. Executive Session**

### **A. Board Executive Session**

Board Chair A. Smith provided an update on the process for the CEO Evaluation, including the CEO's self-evaluation and various stakeholders asked to provide feedback.

Board members noted the importance of sharing feedback with the CEO in a timely manner.

## **V. Closing Items**

### **A. Adjourn Meeting**

A. Smith made a motion to adjourn the meeting.

M. McDonough seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:00 AM.

Respectfully Submitted,

D. McCoy