

APPROVED



## E.L. Haynes Public Charter School

### Minutes

#### E.L. Haynes December Board Meeting

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**Date and Time**

Tuesday December 4, 2018 at 8:00 AM

**Location**

4501 Kansas Ave, NW HS PD Room

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**Trustees Present**

A. Smith, C. Garfield, C. Lujan, D. McCoy, E. Westendorf, K. Simmons, L. Carlton Waller, M. McDonough (remote), N. Greene, S. Kershow, S. Shah, T. Smith, T. Wincup

**Trustees Absent**

B. Rawson, J. Edelman

**Guests Present**

A. Conklin, A. Schlick, B. Wagner-Friel, E. Stoetzer, H. Darilek, J. Callahan, M. Boemio, P. Hedlund, T. Dixon, Z. Mahon

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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 Tuesday Dec 4, 2018 at 8:05 AM.

**C.**

### **Approve Minutes**

L. Carlton Waller made a motion to approve minutes from the E.L. Haynes October Board Meeting on 10-25-18 E.L. Haynes October Board Meeting on 10-25-18.

S. Kershow seconded the motion.

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

### **D. Public Comment**

Teachers from the Middle School joined the meeting to share observations and provide feedback on opportunities for improvement at the Middle School. The Board appreciated the feedback and thanked the teachers for participating in the meeting.

## **II. Management Updates**

### **A. CEO Update**

At the start of her update, CEO Darilek discussed the recent, all-staff session and thanked those Board members who participated in the session. She then noted that the Elementary School and High School teams participated in a city-wide Tier 1 celebration, during which two community members received special recognition. CEO Darilek indicated that the school year was well into the second quarter.

She then provided updates from each campus:

- The Elementary School recently held student government elections.
- A new approach to staff recognition awards has been implemented at the Middle School, including awards for team and staff member of the month, among others.
- The High School has added an Introduction to African-American History as a new elective.

CEO Darilek last updated the Board on the status of the 15-year renewal, strategic plan, and school recruitment efforts.

## **III. Development Committee Report**

### **A. Annual Fund Update**

Development Committee Chair Shah reported that the Annual Fund (provided in advance of the meeting) remained on-track. Senior Director of Development and Communications Callahan provided more information on the drivers for various aspects of the Annual Fund.

### **B. 15th Anniversary Event**

Next, Mr. Callahan referred to a pro and con list of potential venues for the 15th Anniversary event, and the Board provided feedback and asked questions about each of the venues.

### **C. Board Support**

Mr. Callahan last reviewed a form regarding Board member support. He remarked that the form would help in structuring various ways for Board members to make contributions to the school.

## **IV. Governance Committee Report**

### **A. Update**

Governance Committee Chair Lujan discussed Committee efforts toward trustee succession planning, noting that there are three vacancies to fill. The Committee will come back to the Board on various skills desired and other traits of interest for potential trustee members.

## **V. School Performance Committee Report**

### **A. Review Q1 Dashboard**

School Performance Committee Chair Westendorf reviewed Q1 dashboard results and a related presentation provided in advance of the meeting. He discussed key headlines for various commitment areas. Chair Westendorf reviewed topics discussed at the Committee's most recent meeting, including initiatives to drive future change, the benefit of consistency in leadership and in systems, and student readiness to transition from middle school to high school. Board members asked various questions, including questions about student transitions.

### **B. Review Draft Strategic Plan Questions**

Next, Chair Westendorf referred to the Strategic Plan overview provided in advance of the meeting, and requested feedback on the overview. Board members suggested additional topics of focus, including clarity on assumptions, staff demographics, and retention and continuity matters.

### **C. Overview of OSSE School Transparency and Reporting (STAR) Framework**

Chair Westendorf last referred to materials provided in advance of the meeting about the new DC School Report Card. CEO Darilek explained that each DC school will now be

evaluated under the STAR Framework, as well as under the Report Card, and noted implications to the city's performance management framework.

## **VI. Executive Session**

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

The Board met in Executive session with CEO Darilek to discuss additional matters.

## **VII. Closing Items**

### **A. Adjourn Meeting**

S. Kershow made a motion to adjourn the meeting.

T. Smith 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 10:03 AM.

Respectfully Submitted,

D. McCoy