

APPROVED



## E.L. Haynes Public Charter School

### Minutes

#### Board Meeting

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**Date and Time**

Tuesday September 17, 2019 at 6:00 PM

**Location**

3600 Georgia Ave NW Washington, D.C. 20010 (Dial-in 202-509-0565).

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**Trustees Present**

A. Smith, C. Lujan, D. McCoy, E. Westendorf, J. Edelman, K. Simmons, L. Carlton Waller, M. Hall, M. McDonough, N. Greene, R. Payes, S. Shah, T. Wincup (remote)

**Trustees Absent**

L. Jordan

**Guests Present**

A. Baron, A. Kramer, A. Schlick, B. Wagner-Friel, B. Wagner-Friel, E. Stoetzer, J. Callahan, M. Conner, S. Kumar, V. Carlo-Miranda, 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 Sep 17, 2019 at 6:06 PM.

**C.**

### **Approve 8-22-19 Minutes**

E. Westendorf made a motion to approve minutes from the Board Meeting on 08-22-19 Board Meeting on 08-22-19.

M. Hall seconded the motion.

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

### **D. Public Comment**

## **II. Strategic Planning**

### **A. Strategic Plan Considerations**

Mr. Kumar from NorthStar Education Partners provided an update on strategic planning efforts. He first discussed progress to date, and noted the inclusion of a substantial number of staff members, students, and parents in the strategic planning process. Mr. Kumar previewed a draft graduate profile, and the Board provided feedback on the knowledge, skills, and habits specified in the draft profile. Various Board members also remarked on the alignment of the draft profile with the school's instructional approach.

Next, Mr. Kumar described the process undertaken to develop the draft mission statement, and reminded the Board on the criteria selected to evaluate the mission statement. Board members provided feedback on the mission statement. In response to a question from a Board member, CEO Darilek discussed plans for future Board engagement on the strategic plan, including through the Guiding Team and other working groups.

Mr. Kumar last summarized emerging findings from focus groups held to date and benchmarking data related academics, talent management, and organizational development. Board members commented on the importance of identifying root causes to emerging findings before designing structures to address them.

## **III. Management Updates**

### **A. CEO Update**

CEO Darilek began her update by noting that it was the seventh week of school. She commented on the change management contemplated by the draft strategic plan and noted discussions with the principals of each school and other staff about activities required to create change.

Next, CEO Darilek provided updates on the Race and Equity Steering Committee, student enrollment, the Chief Academic Officer search, and noted highlights from each school:

- An Elementary School parent provided positive comments on the welcoming environment at the school, and highlighted positive attributes about the school's approach for pick-up/drop-offs.
- Two fifth-grade students participated in the Poet Life Academy, and performed poems in front of an audience of 500 people. Both received a standing ovation.
- Attendance by High School students at extra-curricular sporting events is at an all-time high. This demonstrates the power of students supporting each other.

#### **IV. Audit, Finance, and Facilities Committee**

##### **A. Update**

Audit, Finance, and Facilities Committee Chair Greene discussed key focus areas for the Committee during the school year, including a facilities plan, investment plan, multi-year budget, and year-end cash targets.

#### **V. Development Committee**

##### **A. Annual Fund and Anniversary Event Update**

Development Committee Shah reported on the success of fundraising efforts associated with the 15th Anniversary event. She distributed an updated annual fund report for the Board's review.

#### **VI. Governance Committee**

##### **A. Board Succession Planning Update**

Governance Committee Chair Lujan announced that Chanda Tuck Garfield recently moved to Amsterdam and has resigned from the Board. She asked Board members for recommendations for candidates to fill this position, as well as for future succession planning.

#### **VII. School Performance Committee**

##### **A. 2018-2019 Dashboard**

School Performance Committee Chair Westendorf 's update focused on PMF projections and the final dashboard for the 2018-2019 school year. He first reported on PMF results, and highlighted key trends.

Referring to the materials provided in advance of the meeting, Mr. Westendorf reviewed highlights from the year-end dashboard. He noted that the Committee spent considerable time focusing on attendance and GPA. CEO Darilek noted efforts to focus on these areas and identify root causes to attendance concerns.

Board Chair Smith reminded Board members of the open invitation to attend any School Performance Committee meeting for an in-depth discussion of the items tracked on the dashboard.

## **VIII. Closing Items**

### **A. Adjourn Meeting**

A. Smith made a motion to adjourn the meeting.

D. McCoy 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 8:05 PM.

Respectfully Submitted,

D. McCoy