

APPROVED



E.L. Haynes Public Charter School

Minutes

Board Meeting

Date and Time

Friday June 12, 2020 at 1:15 PM

Location

Google Hangouts

Trustees Present

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

Trustees Absent

None

Guests Present

A. Kramer (remote), A. Schlick (remote), H. Darilek (remote), J. Callahan (remote), M. Conner (remote), V. Carlo-Miranda (remote), Z. Mahon

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 Friday Jun 12, 2020 at 1:20 PM.

II. Audit, Finance, and Facilities Committee

A. Budget Update

Audit, Finance and Facilities Committee Chair Greene began the discussion of the budget for the 2020-2021 school year. He referred to prior Board discussions on the proposed budget, and indicated that the budget has multiple levers to pull in case of unexpected costs. Committee Chair Greene turned to COO Carlo-Miranda to provide additional detail on the proposed budget.

Referring to the material provided in advance of the meeting, COO Carlo-Miranda reported on key changes incorporated into the proposed budget since the last Board discussion in May, including a 3% increase in UPSFF funding, a portion of federal funds moved to the current year budget, and potential new costs related to COVID-19, including additional technology and safety and security investments. Additionally, the budget included a 3% contribution for all employees participating in the 403(b) program. She then reviewed key revenue and expense drivers in the budget. Board members asked numerous questions about the proposed budget, including about the potential for no-touch enhancements for school buildings, whether technology resources could be repurposed if students opt out of taking them, and about long-term investments toward value-based, innovative work.

COO Carlo-Miranda then reviewed projections for the starting and ending bank balance, debt service coverage ratio, and total number of days of cash in hand under the proposed budget, and indicated that the proposal meets required financial covenants. Board members indicated no concerns with the proposed budget for the 2020-2021 school year.

N. Greene made a motion to to approve 2020-2021 School Year Budget as presented to the Board.

J. Edelman seconded the motion.

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

B. Conflict of Interest Policy Certifications

COO Carlo-Miranda reminded Board members about their obligations under the Conflict of Interest Policy, and noted that the policy and accompanying certification had been distributed for their review and electronic signature. She encouraged Board members to disclose any relationships that they think may be actual or perceived conflicts of interest at any point upon which they occur during the year.

III. Governance Committee

A.

Board Officers for 2020-2021 School Year

Board Chair Smith reported that all current Board officers have agreed to continue serving in their roles, except for her. As previously reported, Josh Edelman has agreed to serve as Board Chair for the 2020-2021 school year.

Board members thanked Board Chair Smith for her service, and supported the proposed appointments for officer roles.

A. Smith made a motion to adopt the resolutions below related to Board Officers.

R. Payes seconded the motion.

WHEREAS, Article V of the bylaws of E.L. Haynes Public Charter School states that the officers of the corporation shall be a Chairperson, Vice-Chairperson, Secretary, and Treasurer; and

WHEREAS, Article V the bylaws further state that

- Board members will be elected to office by a majority of the quorum present;
- Trustees serve in their office for a one-year term; and
- Subject to the term limits provisions contained within the bylaws, Trustees may serve in a single office for an unlimited number of terms if elected;

BE IT RESOLVED, that the Board of Trustees hereby appoints Josh Edelman as Chair, Lisa Waller as Vice-Chair, Norman Anthony Greene as Treasurer, and Danielle McCoy as Secretary of the Board of Euphemia L. Haynes Public Charter School; and

FURTHER RESOLVED, that these Resolutions shall be effective as of July 1, 2020 and shall remain in full force and effect until June 30, 2021, unless rescinded by subsequent action by the Board of Trustees.

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

B. Board Calendar

Board Chair Smith reviewed the proposed Board calendar for next year, and reminded Board members to provide feedback on any conflicts.

C. Updates to Personnel Policies

CEO Darilek reviewed changes in personnel policies, and noted that all personnel policies would now be incorporated into staff handbooks. She indicated that an addendum to the staff handbook would be provided later in the summer to address items related to COVID-19. Board members provided no objections to the proposed changes.

IV. Management Updates

A. Adopt PCSB's New PMF as Goals Policy

CEO Darilek reminded the Board of the November 2017 adoption of the DC Public Charter School Board's ("PCSB") Performance Management Framework ("PMF") as goals for the purposes of the school's charter reviews and renewals with the PCSB. She noted that, in May 2020, the PCSB adopted the PMF as Goals Policy to increase the charter board's flexibility with renewal decisions for schools that are below the 50% threshold in two key ways. First, the PCSB can now apply the "improvement provision" at its sole discretion taking into account the most recent three years of data (rather than the previous five years). Second, at renewal, the PCSB can apply the "demonstrated promise provision" if a school has earned three stars on the OSSE Star Framework or a school earned a 50% on the PMF in the most recent year prior to renewal.

CEO Darilek explained that the school's charter agreement with PCSB must be amended to obtain this flexibility. While expressing a desire to exceed the PMF as Goals Policy, Board members indicated no objection to using the updated PMF as Goals Policy for the purpose of ensuring objectivity in the charter review and renewal process.

D. McCoy made a motion to adopt the PMF as Goals Policy.

E. Westendorf seconded the motion.

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

V. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:15 PM.

Respectfully Submitted,

D. McCoy