APPROVED

E.L. Haynes Public Charter School

Minutes

Board Meeting

E.L. Haynes January 2021 Board Meeting

Date and Time
Tuesday January 26, 2021 at 6:15 PM

Location
Virtual Meeting

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

Trustees Absent
C. Lujan, L. Jordan, T. Wincup

Guests Present
A. Baron (remote), A. Kramer (remote), A. Robinson (remote), A. Schlick (remote), C. Reynolds (remote), Elizabeth (Is this Barrie Moorman?) (remote), G. Navidi-Kasmai (remote), H. Darilek (remote), J. Callahan (remote), M. Bradshaw (remote), R. Hunt Taylor (remote), R. Todd (remote), V. Carlo-Miranda (remote)

I. Opening Items

A. Record Attendance

B.

Call the Meeting to Order

J. Edelman called a meeting of the board of trustees of E.L. Haynes Public Charter School to order on Tuesday Jan 26, 2021 at 6:21 PM.

C. Approve Minutes

J. Edelman made a motion to approve the minutes E.L. Haynes December 2020 Board Meeting on 12-03-20.
A. Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D. Public Comment

II. Management Updates

A. CEO Update

CEO Darilek began her update acknowledging challenges associated with the January 6 Capitol insurrection. She noted her deep appreciation for the teachers and staff who created space for students to process events in real time and use these events as a learning opportunity. She indicated that the second quarter of the school year ends on Friday, and reflected that is has been almost a year since the shift to the virtual learning model.

CEO Darilek provided highlights from each school:

- Elementary School staff has built its listserv to celebrate occasions and share joy, such as birthdays or parent pride Fridays.

- The Middle School leadership team provided "Teach, Hustle, Inspire" t-shirts to the school community. Additionally, student-led parent teacher conferences were recently held providing students the opportunity to share reflections on their progress with their families and teachers.
- At the High School, as part of alumni week, alumni shared messages on what they've learned and took time to support this year's juniors and seniors.

CEO Darilek last provided updates on COVID-19 vaccine distribution and the 2021-2022 calendar.

B. Strategic Plan Updates

CEO Darilek then began an update on the Strategic Plan, and reported on the technology strategy, graduate profile milestones, and communications strategy related to the Plan. She turned to various members of leadership to provide updates on portions of the Plan:

- Chief Academic Officer Hunt Taylor provided an update on the academic strategy, focusing on efforts to revise the instructional vision, the engagement of an external consultant to develop curriculum, and the alignment of the SPED/EL model to the instructional vision.
- Chief Operating Officer Carlo-Miranda reported on organizational development updates, including the school operations, LEA operations, and financial models. She also discussed efforts related to inclusive decision making.
- Senior Director, Development and Communications Callahan described efforts to analyze historical spending and to use this data in adapting the fundraising philosophy and strategy.
- Interim Chief Talent and Equity Officer Robinson reported on talent initiatives, including updates to job descriptions and recruitment tools and strategy. She also discussed race and equity related efforts.

III. Audit, Finance, and Facilities Committee

A. Approve Revised SY 2020-2021 Budget

Audit, Finance, and Facilities Committee Chair Greene reminded the Board of the strong financial position of the school and efforts to continually think of the best ways to invest for students and families. He referred to the materials provided in advance of the meeting, and turned to COO Carlo-Miranda to review the budget timeline, the revised budget for the 2020-2021 school year, and year-end financial covenant targets.

COO Carlo-Miranda began by reviewing the timeline for creating, refining and approving the budget from the 2021-2022 school year. She then highlighted key changes in the revised 2020-2021 school year budget, including increased revenue and new investments in students, staff and the strategic plan. COO Carlo-Miranda reviewed investments made in first and second quarters, and previewed proposed allocations for

investments during the third and fourth quarter in the areas of student, staff, strategic plan and facilities.

In response to a Board member, COO Carlo-Miranda discussed the model for technology expenditures during the pandemic and noted plans to continue to use a similar same approach for the next year. She also indicated that the school has a three-year refresh cycle for all devices, but can always adjust needs annually per technology agreements. In response to another Board question, COO Carlo-Miranda discussed potential investments in facilities.

Last, COO Carlo-Miranda indicated that the revised budget exceeds key requirements under financial covenants.

Board members had not objection to the revised budget.
N. Greene made a motion to Approve the Revised Budget for the 2020-2021 School Year as presented in the materials provided in advance of the meeting.
A. Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

IV. School Performance Committee

A. Update

Dr. Hunt Taylor provided an update from the School Performance Committee. The Committee remains focused on preparation for hybrid instruction during the fourth quarter. Dr. Hunt Taylor explained that the core team will set parameters based on health and safety measures, facilities feasibility, and other data, while other working groups had been formed, including a cross-campus steering committee and campus-based working

groups. She described the objectives of each of the working groups, and then reviewed the timeline for planning activities.

V. Governance Committee

A. Update

Mr. Callahan provided an update on Governance Committee activities. He informed the Board that the staff trustee process had been launched, with information sessions beginning in February. Mr. Callahan encouraged Board members to attend a session and indicated that he would send invites to the Board members.

CEO Darilek announced that it was Trustee Wincup's last Board meeting, and thanked her for amazing leadership and service to the Board. CEO Darilek informed the Board that Trustee Lujan would be rolling off as well.

VI. Development Committee

A. Annual Fund Update

Mr. Callahan next provided an update on the annual fund. He noted that results from development activities continue to be strong, and reported on progress against budgeted goals and the year-end campaign. Mr. Callahan discussed efforts to reimagine events and individual giving approaches during the pandemic.
D. McCoy made a motion to enter into a closed session to discuss personnel matters in accordance with DC Code Section 2-575(b).
E. Westendorf seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
M. Hall	Aye
R. Payes	Aye
J. Edelman	Aye
D. McCoy	Aye
L. Carlton Waller	Aye
K. Simmons	Aye
L. Jordan	Absent
A. Smith	Aye
M. McDonough	Aye
S. Shah	Aye
C. Lujan	Absent
E. Westendorf	Aye
T. Gibian	Aye
T. Wincup	Absent
N. Greene	Aye

VII. Closed Session

A. Closed Session to Discuss Personnel Matters

The Board met in executive session to discuss CEO compensation and benefits.

VIII. 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 8:00 PM.

Respectfully Submitted,
D. McCoy

This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov.