

APPROVED



E.L. Haynes Public Charter School

Minutes

November 2023 Board Meeting

Date and Time

Thursday November 16, 2023 at 6:00 PM

Location

E.L. Haynes Public Charter School
4501 Kansas Avenue, NW
High School - Think Tank
Washington, DC 20011

Trustees Present

K. Simpkins, L. Carlton Waller, L. Robinson Mills, M. Hall (remote), M. Kovner (remote), N. Greene (remote), R. Laine, R. Payes (remote), T. Gibian

Trustees Absent

F. Sutton, G. Navidi-Kasmai, J. Hanna

Guests Present

A. Brooks, Alvin Greene, Basil Chawkat, Candace Cunningham, DiAnte McGriff, Dominique Moore (remote), Elizabeth Hennings (remote), Gwyn Prater, H. Darilek, J. Callahan, J. Rydstrom, Kailah Covington, LaJoy Johnson-Law (remote), Nathaniel Flores (remote), P. Rayamajhi, R. Hunt Taylor, Tashiyra Freeman

I. Opening Items

A.

Record Attendance

B. Call the Meeting to Order

T. Gibian called a meeting of the board of trustees of E.L. Haynes Public Charter School to order on Thursday Nov 16, 2023 at 6:00 PM.

C. Approve Minutes

R. Laine made a motion to approve the minutes from September 2023 Board Meeting on 09-05-23.

M. Hall seconded the motion.

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

D. Public Comment

A. Greene: Provided perspective around the positive attributes to intersession programming, including its importance during summer 2023. Interested in following up on whether Intersession will continue and how funding will allow for upcoming summer intersession programming. Mr. Greene also expressed gratitude for the recent bonus for staff.

II. CEO Update

A. CEO Update

Hilary Darilek provided a brief update on our strategic plan and an update on our current organizational priorities for 2023-2024 School Year.

Strategic Plan: 3 Pillars- Academics, Talent, Organizational Development

- **Academics:** Focusing on Tier 1 Academic Experiences
 - Every campus had instructional rounds
 - HD spent the day in HS English Language Arts classrooms, and saw connections between priorities and shifts in classroom showing real transitions addressing priorities
- **Talent:** Rethinking benefits, particularly healthcare benefits
 - One benefit offer will end; A. Brooks to offer staff to share their experience with benefits offerings
 - First THRIVE Award pilot; special way to honor staff and their contributions
- **Operations Model: Ensuring financial model is the right one to lead to capital campaign**
 - Losing significant amount of federal resources; thinking about how to compensate for this loss in funding

- OSSE Charter Teacher Pay: Returning Teachers and staff received \$5000 stipend, new staff \$1000

Enrollment: We finalized enrollment: 1173 students (more to be discussed during Audit Finance and Facilities Committee update)

III. Governance Committee

A. Discuss and VOTE on LaJoy Johnson Law Board Candidacy

Roshelle Payes presented LaJoy Johnson-Law for candidacy for the Board of Trustees. R. Payes made a motion to Elect LaJoy Johnson-Law to a three-year term on the E.L. Haynes Board of Trustees. M. Hall seconded the motion. The board **VOTED** unanimously to approve the motion.

B. SY 23-24 Board Recruitment Update and Next Steps

R. Payes provided a brief update on our current board recruitment work and requested that board members continue to think about potential candidates for recruitment and election.

M. Hall and M. Kovner provided additional context to LaJoy Johnson-Law's candidacy as members of the governance committee.

IV. Community Relations Committee

A. Annual Fund Update

\$823,422.18 raised for FY23. We have currently raised approximately \$500,000 for FY24, which J. Callahan says is on track to reach our goal of \$805,000. K. Simpkins asked why our FY24 goals was less than FY23 raised. J. Callahan explained that the goal for FY23 and FY24 are the same. We exceeded our goal in FY23, and that we are planning conservatively for FY24 given recent trends in giving, as well as relaunching our special event in Fall 2023. This could impact EOY giving.

Additionally the current driver for funding performance is based on arrival and timing of grants. J. Callahan explained how we decide to expense certain government grants (that are reimbursed) could impact how / when they show up in annual fund reporting. J. Callahan remains optimistic that we are on track to hit our top-line annual goals.

B. Debrief Fall Homecoming Fundraiser

J. Callahan provided a brief update on *Homecoming* and how it performed.

- \$93, 770 raised from Homecoming fundraiser- little shy of \$100K goal
- More than 200 guests
- Begun initial planning phase and identifying date for 20th Anniversary Event
- Date for 20th Anniversary event will be **November 14, 2024**
- Calendar hold to come

C. FY24 EOY Giving Campaign

J. Callahan presented information on our EOY Giving Campaign.

- Goal is to raise \$75K in total giving; in line with historical EOY giving campaigns
- G. Navidi Kasmai, asked why do we send so many fundraising emails to staff?
- Response from J. Callahan: The staff are historically on our distribution list. Not because we expect them to give money, though we appreciate it when they do, but because the emails often feature things that are happening in classrooms and we tend to share them with all staff. We can always send fewer emails to staff/ teachers; but strategy to resume following fundraising best practices.
- J. Callahan explained that a key support from board: Continue to ask friends and colleagues for EOY Giving support.

D. Discuss Upcoming Campus Activities for Board Participation

J. Callahan shared the calendar of events with Board and highlighted the upcoming all staff holiday party. J. Callahan will share a calendar invite with the board.

V. School Performance Committee

A. Update on Accreditation Process

R. Hunt Taylor provided updates on the MSA reaccreditation process.

- We are in the midst of our self-study period
 - Board discussion and committee discussion will be necessary as part of review process, and we will bring appropriate information and topics for discussion to each of the committees as appropriate

B. Quarterly Data Review: BOY Assessments

R. Hunt Taylor provided the board with information regarding our BOY Assessments:

- ES Reading scores increase from 46% GL to 52% on GL
- BOY ES/ MS scores saw 3% point increase from students reaching target for most subgroups
- ES K-2 scores on track to hit EOY Achievement Goals; assuming similar growth from SY 22-23

- Q1 interim assessment scores see improvement from last year: 16% of students reached target during this time last year to 26% reaching the target in ES
- ELA increase 10%
- 8th Grade ELA at highest since 2020
- Math:
 - 22% of ES students reaching target
 - HS: %% of students reaching target to 28%
 - MS: Algebra 1 is largest bright spot with 33% students reaching target
 - BOY math scores see 3% point improvement of students at target

Attendance:

- All schools on track to meet in seat attendance goals
- 90% gap from average is reducing for IEP and at- risk students

Challenges still facing:

- Improvements still trail our EOY goal of 5% reduction of gap
- HS BOY reading scores fall; largest drop for IEP, MLL, and at risk students; scores at lowest proficiency increase; HS quarterly interim assessment in reading drop of 4% points (39%- 35%)
- MS ELA BOY shoe students 3 grade levels behind or more increase; pushing overall students 3- grade levels behind to over 50%
- Students w/ IEPs and MLL students continue to score far below their peers in ELA and Math

Achievement Outlook:

- Making gains in ES reading, want to make sure students reaching grade level
- Continue thinking deeply about math instructions across all campuses
- Must continue to use tech available to provide personalized learning pathways for students

Data Takeaways:

- Incorporating small groups for ES ELA, better supports for struggling readers (50% of students read 3 grade levels or more behind); using data to drive instruction in small groups in Math, prioritizing professional development for all teachers, utilizing blended learning programs and other avenues for personalized learning and provide students time to explore them
- K. Simpkins: Shared a reminder that moving students 3 grade levels requires whole community effort and should not just be responsibility of teachers. R. Hunt Taylor agreed, reminding the board that growth is a priority metric organizationally.

VI. Audit, Finance, and Facilities

A. Financial Update

J. Rydstrom provided an updated on Q1 financials.

- Projecting stronger budgeted financial picture as we close Q1
- Expected to end year with 134 days of cash (6 more budgeted)
- Will receive \$1.1m additional in per-pupil revenue due to increased enrollment
- Currently planning for FY25 and the \$2.2m reduction in federal revenue from the sunseting ESSER funding

N. Greene made a motion to Approve the Updated Financial Policies and Procedures Manual.

L. Robinson Mills seconded the motion.

In partnership w/ EdOps, CEO and CFO have reviewed and updated the Financial Policies and Procedures Manual for E.L. Haynes

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

B. Audit Update

J. Rydstrom provided a brief update on the audit. It is in process and wrapping up. We will present the final audit in an upcoming meeting.

C. Facilities Planning Update

J. Rydstrom provided a brief update on where we are in our facilities planning timeline, and the next steps in finance projections that will come to the board at a later date.

VII. Closed Session

A. Personnel Discussion

L. Carlton Waller made a motion to Enter into closed session to discuss H. Darilek's annual performance review.

K. Simpkins seconded the motion.

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

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,

T. Gibian