

APPROVED



E.L. Haynes Public Charter School

Minutes

October 2021 Board of Trustees Meeting

Date and Time

Monday October 25, 2021 at 6:15 PM

Location

E.L. Haynes Public Charter School
High School PD Room
4501 Kansas Avenue, NW
Washington, DC 20011

Trustees Present

A. Smith (remote), D. McCoy (remote), E. Westendorf (remote), F. Sutton (remote), G. Navidi-Kasmai (remote), J. Edelman, L. Carlton (remote), M. Hall, N. Greene (remote), R. Laine (remote), R. Payes (remote), T. Gibian (remote)

Trustees Absent

L. Jordan, M. McDonough

Guests Present

B. Wagner-Friel, E. Hueber (remote), H. Darilek, J. Callahan (remote), K. Wynne, L. Hutchins (remote), R. Hunt Taylor (remote), S. Dax (remote), V. Carlo-Miranda, Z. Mahon (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 Monday Oct 25, 2021 at 6:20 PM.

C. Approve Minutes

A. Smith made a motion to approve the minutes from September 2021 Board Meeting on 09-23-21.

M. Hall seconded the motion.

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

D. Public Comment

Board member Navadi-Kasmai provided feedback from teachers on parent-teacher conferences, planning time for teachers (including the need to provide time for professional development), and maintaining a restorative justice lens at the High School as suspensions and expulsions are considered.

II. CEO Update

A. CEO Update

CEO Darilek began her update noting that the first quarter of the school year will end shortly on November 5. She invited Board members to the upcoming All-Staff meeting.

She then shared highlights from each campus:

- Elementary School staff and parents provide soccer coaching on Saturdays. This activity has fostered a lot of engagement for Elementary School families and excitement for the students.
- At the Middle School, the student council created themed events for Spirit Week, and held community building activities throughout the building, including pumpkin decorating, Zumba, and a silent disco, among other activities.
- A group of students from the High School recently completed a community service event at Rock Creek Park, during which they collected and removed over 200 pounds of trash from the park.

Next, CEO Darilek provided an update on COVID, including testing and notification protocols. She discussed the importance of efforts to minimize the spread, continuous improvement, and efforts to provide notifications as quickly as possible. CEO Darilek then reported on the staff vaccination status and decisions to be made related to the at-risk preference.

CEO Darilek turned to the Strategic Plan. Referring to the materials provided in advance of the meeting, she highlighted challenges related to the pandemic, including staffing changes and capacity challenges. CEO Darilek then reviewed the big priorities for progress during the school year in the areas of academics, talent, and organizational development.

A Board member asked a question about the scope of items to be completed under each category, including additional understanding of what will not be a priority during the year. In response, Board Chair Edelman commented that this would be a good area for discussion during the Board's next meeting. Another Board member requested additional information on leadership for each of the priority areas and the need to examine capacity constraints.

III. School Performance

A. Update

School Performance Committee Chair Westendorf provided an overview of the Committee's previous meeting, including the difficulty associated with prioritizing and deprioritizing items. He turned to Chief Academic Officer, Dr. Hunt Taylor to further discuss this theme, and she noted the importance of revisiting prioritization on a weekly basis.

IV. Audit, Finance, and Facilities Committee

A. Committee Update

Audit, Finance, and Facilities Committee Chair Greene provided an overview of topics discussed at the Committee's last meeting. He remarked on the importance of strategically using resources to invest in students and staff. He turned to Chief Operating Officer Carlo-Miranda.

COO Carlo-Miranda began by reviewing the Committee's goals for the 2021-2022 school year. She then provided an update on the budget, indicating that it was on track even though a number of moving pieces remain. COO Carlo-Miranda discussed key revenue drivers (including enrollment and federal funds) and expenditures (including costs for COVID testing and related resources).

She last provided an update on the Audit, which is going smoothly to date.

Board members asked questions about changes in enrollment and the additional cost of increasing COVID testing from 10% to 20% if required by local law.

V. Governance

A. Governance Committee Update

CEO Darilek provided an update on the last Governance Committee meeting. Referring to the materials provided in advance of the meeting, she remarked on demonstrated needs for the Board.

Board Secretary McCoy provided an overview on the role of the Board Secretary.

VI. Community Relations Committee

A. Annual Fund Update

Community Relations Committee Chair Smith first referred to the Annual Fund report provided in advance of the meeting. She noted additional donations and grants expected to be received during the year.

B. Community Relations Committee Goals

Committee Chair Smith then discussed the revised Committee priorities, which focus on community engagement; fundraising and partnership development; advocacy; and marketing, branding and communications.

She reviewed expectations for all Trustees related to community engagement.

Senior Director Development and Communications then provided a preview of the annual, end of the year giving campaign.

VII. Closed Session

A.

Closed - Session

D. McCoy made a motion to enter into a closed session to discuss personnel matters, in accordance with DC Code Section 2-575(b).

F. Sutton seconded the motion.

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

The Board met in Executive Session with CEO Darilek to discuss personnel matters.

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 7:55 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.