

APPROVED



## E.L. Haynes Public Charter School

# Minutes

## December 2021 Board of Trustees Meeting

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### **Date and Time**

Thursday December 2, 2021 at 6:15 PM

### **Location**

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

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### **Trustees Present**

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

### **Trustees Absent**

F. Sutton, M. McDonough

### **Guests Present**

A. Kramer (remote), B. Chawkat, B. Wagner-Friel, D. Moore (remote), E. Hueber, H. Darilek, J. Callahan (remote), K. Wynne, K. Yochum, M. Boyer, R. Hunt Taylor, R. Murphy

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## **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 Thursday Dec 2, 2021 at 6:11 PM.

### **C. Approve Minutes**

J. Edelman made a motion to approve the minutes from October 2021 Board of Trustees Meeting on 10-25-21.

M. Hall seconded the motion.

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

#### **D. Public Comment**

### **II. CEO Update**

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

CEO Darilek thanked Board members who participated in the recent All-Staff meeting. She reminded the Board of the week-long Thanksgiving break and indicated that it really helped to rejuvenate the staff and others in the school community.

Next, CEO Darilek reflected on her six years as CEO and highlighted six key items, including (i) the 15th year celebration event; (ii) the new Strategic Plan; (iii) traditions (such as annual celebrations of staff anniversaries, grade-level community building events, and signature learning experiences), (iv) the Community's resilience and healing from tragedy, (v) surviving through the COVID-19 pandemic, and (vi) the people in the school community, including students, families, staff, and the Board.

Last, CEO Darilek provided COVID-19 related updates, noting recent cases at the school, updates to protocols, and increased asymptomatic testing to meet the DC Council 20% weekly requirement.

After CEO Darilek's update, others in the community provided updates on activities at the various school, including Elementary School Principal Wagner-Friel, High School Principal Hueber, staff trustee member Navidi-Kasmai, Chief Academic Officer Hunt Taylor, and Senior Director of Curriculum Murphy.

### **III. School Performance**

#### **A. Q1 Organizational Dashboard Results**

School Performance Committee Chair Westendorf discussed the Committee's most recent meeting, during which they discussed the Quarter 1 Dashboard, compensation, and the school calendar. He turned to Dr. Hunt Taylor to provide an overview on the Quarter 1 Dashboard.

Dr. Hunt Taylor began by reviewing survey response rates. She highlighted key items from the Dashboard in the areas of accelerated learning and wellness, mission and graduate profile, academic strategy, race and equity, talent, and organizational development.

The Board met in breakout groups to discuss key themes observed in the Q1 data. Board members then shared key themes on topics raised and questions presented during breakout groups. In response to Board questions, Dr. Hunt Taylor provided her thoughts on potential drivers for the significant declines in staff survey results regarding whether the staff felt supported. CEO Darilek provided her observations on this issue as well.

Board member Navidi-Kasmai then remarked on staff support survey results, vacancy rates, attendance trends, and the opportunity for teacher input on decisions given this unique year.

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

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

Audit, Finance, and Facilities Chair Greene first reported on the Committee's recent fiscal year 2021 Audit Review meeting with the external auditor. He noted that the team continues to perform at a high-level, remarked that the meeting had a positive time, and congratulated COO Carlo-Miranda and Allen Kramer for continually to have clean, on-time audits.

##### **B. E.L. Haynes Staff Compensation Review Update**

Committee Chair Greene turned to CEO Darilek to provide an update on the compensation review process. CEO Darilek noted strong survey participation and key takeaways related to the compensation philosophy. She then reviewed a road map for the review process. Board members asked questions about feedback received to date, including about whether compensation is presented along with the value of other benefits and how requests for more flexibility could be met.

#### **V. Governance**

##### **A. 2021-2022 Board of Trustees Recruitment Needs**

Governance Committee Chair Jordan briefly discussed the Committee's focus on Board succession planning.

#### **VI. Community Relations Committee**

##### **A. Annual Fund Update**

Community Relations Committee Chair Smith provided an update on progress against the Annual Fund. She turned to Senior Director of Development and Communications Callahan to provide an updated on the end-of-year giving campaign.

Mr. Callahan discussed the approach and reviewed the timeline for the campaign. He reminded Board members how they could engage in the campaign.

##### **B. End-of-Year Giving Update and Upcoming Events**

Committee Chair Smith reviewed a lost of upcoming opportunities to engage with the E.L. Haynes community and encouraged Board members to chose a variety of activities throughout the year.

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

J. Edelman seconded the motion.

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

#### **VII. Closed Session**

##### **A. Closed - Session**

The Board met in Executive Session to discuss Board succession planning.

## **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

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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](mailto:opengovoffice@dc.gov).