

APPROVED



E.L. Haynes Public Charter School

Minutes

January 2022 Board of Trustees Meeting

Date and Time

Tuesday January 25, 2022 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, D. McCoy (remote), E. Westendorf, F. Sutton (remote), G. Navidi-Kasmai, J. Edelman, L. Carlton Waller (remote), M. Hall (remote), N. Greene (remote), R. Laine (remote), R. Payes (remote), T. Gibian (remote)

Trustees Absent

L. Jordan, M. McDonough

Guests Present

H. Darilek, J. Callahan, K. Wynne, K. Yochum, M. McCabe, R. Hunt Taylor, T. Solomon, 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 Tuesday Jan 25, 2022 at 6:25 PM.

C. Approve Minutes

J. Edelman made a motion to approve the minutes from December 2021 Board of Trustees Meeting on 12-02-21.

R. Laine seconded the motion.

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

D. Public Comment

Board Chair Edelman opened up the meeting for public comment. No public comments were made.

II. CEO Update

A. CEO Update

CEO Darilek began her update noting that it was almost the halfway point in the school year. She thanked Board members who attended the holiday celebration with staff.

CEO Darilek focused on "three things to know about what's going on at E.L. Haynes." First, she notified the Board of efforts related to the first phase of updates to the compensation plan. Second, she described how the academic team remains focused on student learning and the academic acceleration pillars, including new tools and resources. Third, CEO Darilek discussed planning for 2022-2023 and key areas of focus, including teacher schedules and physical spaces.

Next, CEO Darilek provided two spotlights. One related to an alumnus who works for the NY Mets and recently shared his experiences with 10th grade students at career day. The second covered technology to promote hybrid learning experiences.

CEO Darilek then provided updates on COVID-19 testing, reflections, and policies and upcoming events, including the virtual celebration of Black History Month.

Last, CEO Darilek reviewed themes and key takeaways from the larger community on compensation. Key themes include (i) prioritizing paying more to those making the least; (ii) not differentiating salaries for advance degrees or performance; (iii) identifying ways to increase planning time and/or flexibility in teacher's schedules; and (iv) ensuring staff has clear and consistent job responsibilities and are paid accordingly.

The Board met in breakout groups to discuss these themes. Breakout groups then shared key points of discussion with the full Board.

III. Audit, Finance, and Facilities Committee

A. Approve Revised SY 2021-2022 Budget

Audit, Finance, and Facilities Committee Chair Greene reviewed key topics discussed at the Committee's most recent meeting. He turned to COO Carlo-Miranda to provide a more in-depth overview.

COO Carlo-Miranda first discussed the budget timeline and key planned activities over the next four months. Referring to the materials provided in advance of the meeting, she then reviewed the revised budget for the 2021-2022 school year, including drivers of revenue and expenditure changes. COO Carlo-Miranda informed the Board of COVID-related investments, including costs related to nurses, tests, modular classrooms, and supplies. She indicated that some of the costs are offset by grants from the City. CCO Carlo-Miranda then reviewed key metrics under the revised budget, including debt service coverage ratio and days of cash on hand.

CCO Carlo-Miranda asked Board members for any questions on the revised budget. Board members asked questions about the budget and commented on the importance of City resources for COVID expenditures.

N. Greene made a motion to approve the revised budget for the 2021-2022 school year in the form presented in the Board materials provided in advance of the meeting.

A. Smith seconded the motion.

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

IV. Community Relations Committee

A. Annual Fund Update

Chief of Staff Callahan provided an update on the Annual Fund. Referring to the materials provided in advance of the meeting, he indicated that the annual fundraising goal for the year had been exceeded.

Chief of Staff Callahan then provided an overview of results from the successful, end-of-year giving campaign.

V. Governance

A. Update

Chief of Staff Callahan reviewed current Board recruitment needs, and thanked Board members that have recommended individuals.

VI. School Performance

A.

Update

School Performance Committee Chair Westendorf discussed the Committee's most recent meeting, during which they focused on the school calendar and the Performance Management Framework (PMF). He turned to Chief Academic Officer Hunt-Taylor to provide more information.

CAO Hunt-Taylor discussed proposed approaches to the school calendar, including year-round programming. CEO Darilek then reminded the Board of uncertainty related to PMF in the context of the school's five-year review.

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 2-575(b).

E. Westendorf seconded the motion.

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

The Board met in Executive Session to discuss a confidential personnel matter.

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 8:03 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.