



# Environmental Charter Schools

## Governance Committee Meeting

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### **Date and Time**

Wednesday May 31, 2017 at 6:00 PM

### **Location**

2401 Pine Avenue, Manhattan Beach, CA - 90266

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### **Governance Committee Members**

Denise Berger - Chair  
Tracy Bondi  
Ken Deemer  
Alison Diaz  
Bruce Greenspon  
Jane Wyche  
Adam Miller

### **Governance Committee Charter**

- Recommends policies and processes for effective governance.
- Evaluates Board, Chairperson and in collaboration with the Board, review's the Executive Director.
- Recruits, recommends and trains new board members.
- Set goals for the annual board retreat.
- Stewards the strategic plan and planning process.
- Develops metrics / scorecard to monitor effectiveness of organization and its programs.
- Plans for succession of board members and Executive Director.

### **Goals for 2016-2017**

- Dashboard revised to align to LCAP and Strategic Plan
- Pipeline of future ECS Board members
- Establish the process for the annual review of the Board, Chair and ED
- Establish timeline and process for next phase of strategic planning - completing 2017-2020 Strategic plan
- Review evaluation procedures for all staff, teachers, and administrators

### **THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

### **REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY**

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

### **SPECIAL PRESENTATIONS MAY BE MADE**

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Notice is hereby given that consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

**REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY**

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting ECS at 812 West 165th Place, Gardena, CA 90247; telephone (310) 214-3400; fax (310) 214-3410.

**FOR MORE INFORMATION**

For more information concerning this agenda or for materials relating to this meeting, please contact ECS at 812 West 165th Place, Gardena, CA 90247; telephone (310) 214-3400; fax (310) 214-3410.

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**Agenda**

	Purpose	Presenter	Duration
<b>I. Opening Items</b>			
<b>A.</b> Record Attendance and Guests		Denise Berger	2
<b>B.</b> Call the Meeting to Order		Denise Berger	1
<b>II. Review and Approval of Agenda</b>			
<b>A.</b> Motion to Approve the Agenda	Vote	Denise Berger	2
<b>B.</b> Approve Previous Governance Committee Minutes	Approve Minutes	Denise Berger	2
Governance Committee Meeting Minutes on April 28, 2017			
<b>III. Presentation from the Floor</b>			
<b>A.</b> Presentation from the Floor on Non Agenda Items	FYI		3
At this time any person wishing to speak to any item not on the agenda will be granted three minutes to make a presentation to the committee. Non-English speakers utilizing translators will be granted six minutes to make a presentation to the committee.			
<b>B.</b> Presentation on the Agenda	FYI		3
Any person wishing to speak to any item on the agenda will be granted five minutes to make a presentation. Non-English speakers utilizing translators will be granted ten minutes to make a presentation to the committee.			
<b>IV. Discussion Items / Updates</b>			
<b>A.</b> Draft of the LCAP for each site	Discuss	Kami Cotler	30
<ul style="list-style-type: none"> <li>• ECHS</li> <li>• ECMSI</li> <li>• ECMSG</li> </ul>			
Decide best way to present the info to the full board for review and approval.			
<b>B.</b> Board Membership	Discuss	Denise Berger	10
Board Members and Alison to report on recruitment efforts			

**Recruitment Efforts**

Alison, Denise, John K, Ken and Julie have been meeting with potential candidates over the last few weeks. Last contact and current steps are described on the board pipeline document. The address for the pipeline document is [https://docs.google.com/spreadsheets/d/1RWvElrSn\\_Iz\\_7q-t7fX08JRpl7BUvMKOMkmo9O6AD9c/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1RWvElrSn_Iz_7q-t7fX08JRpl7BUvMKOMkmo9O6AD9c/edit?usp=sharing).

Bios for friends of ECS who have indicated an interest in board membership and bios for friends of ECS with whom we have an interest in interviewing.

**Current Candidates with recommendations**

Cathy Cresia: Cathy has been interviewed by Denise, Alison, Ken and Julie. Marcela Pak has completed her recommendation to join the board.

The following friends of ECS have been invited to attend our upcoming board meeting:

- Silvia Baxter
- Cathy Cresia
- John Davis
- John Escareno
- Victor Garcia
- Mike Ginestro
- John Kim
- Carol Ramsey

<b>C. 2017-2018 Board Terms, Offices and Committee Membership</b>	Discuss	Denise Berger	5
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Proposed Officers for the 17-18 school year.

- President
- Vice President
- Treasurer
- Secretary
- Committee Membership

See proposal but need confirmation from board members and partner volunteers. See tab called committee membership [https://docs.google.com/spreadsheets/d/1RWvElrSn\\_Iz\\_7q-t7fX08JRpl7BUvMKOMkmo9O6AD9c/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1RWvElrSn_Iz_7q-t7fX08JRpl7BUvMKOMkmo9O6AD9c/edit?usp=sharing)

Action: Prior to July Board Meeting work review with potential and current members their interest to assume offices.

<b>D. 2017-2018 Board and Committee Calendars</b>	Discuss	Alison Diaz	5
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**Doodle Poll** initiated to determine best date and time for board meeting and committees for 2017 -18.

**Board Meetings:** Keep fourth Monday except November and May. November moves to third week due to Tday Holiday and May moves to first week of June because of Budgeting and LCAP process.

**Committee Meetings:** be scheduled in off month by the committee chair. Committee Chair to set schedule for meetings in July for the meeting and submit for board approval at August Meeting.

<b>E. Equity And Diversity Next Steps</b>	Discuss	Alison Diaz	10
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The last time we met, Adam Miller shared highlights from the interview he conducted with board members. Highlights are included in the google doc included with this packet titled highlights. The Committee was struck by the questions the research raised and wondered what training the board needs to be able to Diversify?

Proposal: Through the Equity and Diversity Taskforce, each school site is looking at data and then creating an action research project to bring about a change. Can the board also create such a plan?

<b>F. Strategic Planning Next Steps</b>	Discuss	Denise Berger	5
<ul style="list-style-type: none"> <li>• William asked for summary of what we did well and where we need more work.</li> <li>• Review Timeline</li> </ul>			
<b>G. Update on action items from previous committee meetings</b>	FYI	Denise Berger and Ken Deemer	10

**Action Item(2/13)Becoming an Effective Board**

- Dani will share with committee members the Google Doc titled 161114 Notes on Effective Board Presentation.
- Each member will give their observation and suggestions.
- Adam shared notes from board member interview

**Action Item(4/28)ECS Anti-Bullying Policy**

- Include a statement regarding students' well-being into anti bullying policy and then to be recommended for approval at board meeting - in process.

**V. Action Items**

<b>A. Recommend Approval of the LCAPs for each site</b>	Vote	Alison Diaz	5
<ul style="list-style-type: none"> <li>• ECHS</li> <li>• ECMSI</li> <li>• ECMSG</li> </ul>			
<b>B. Recommend the following regarding board membership terms and offices</b>	Vote	Denise Berger	5

**A. Renewal of Terms**

Recommend additional year term for Bruce Greenspon  
 Recommend additional year term for Jorge Arroyo  
 Recommend additional three-year term for Denise Berger  
 Recommend additional two-year term for Jenni Owen  
 Recommend the board accept the resignation of William Robertson and Amy Johnson

**B. Recommend the following office positions if members agree:**

Confirm with Board members officer positions for the 2017-18 fiscal year  
 1. Ken Deemer, President  
 2. Anthony Jowid, Vice President  
 3. Denise Berger, Secretary  
 4. Treasurer, TBD

<b>C. Recommend Approval of the 2017-2018 Board and Committee Calendars</b>	Vote	Alison Diaz	5
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**VI. Closing Items**

<b>A. Review and Make Note of Actions Items</b>	FYI	Alison Diaz	5
<b>B. Adjourn Meeting</b>	FYI	Alison Diaz	1

Time: