



# Springfield Prep

## CHARTER SCHOOL

### Springfield Prep Board Meeting

Amended on May 30, 2019 at 4:14 PM EDT

---

#### Date and Time

Wednesday May 29, 2019 at 5:45 PM EDT

#### Location

594 Converse St., Longmeadow, MA 01106

---

This meeting of the Springfield Prep Charter School Board will be held at Springfield Prep Charter School, 594 Converse Street, Longmeadow, MA, 01106 on 5/29/19 at 5:45 pm. Meeting notice was posted on the school's website ([www.springfieldprep.org](http://www.springfieldprep.org)).

---

#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:45 PM</b>
Opening Items			
<b>A.</b> Record Attendance and Guests		Robert Leonard	1 m
<b>B.</b> Call the Meeting to Order		Robert Leonard	1 m
<b>C.</b> Approve Minutes	Approve Minutes	Robert Leonard	2 m
Approve minutes for Board Meeting on April 24, 2019			
<b>D.</b> Public Comment, If Any	Discuss	Robert Leonard	2 m
<b>II. Executive Director Report</b>			<b>5:51 PM</b>
<b>A.</b> Executive Director Report	FYI	Bill Spirer	5 m
Brief report on school highlights from the past month.			
<b>III. Facility</b>			<b>5:56 PM</b>
<b>A.</b> Executive Session	Vote	Robert Leonard	15 m
To consider the purchase, exchange, lease or value of real property because an open meeting may have a detrimental effect on the school's negotiating position.			
<b>B.</b> Heritage Academy Lease	Vote	Bill Spirer	10 m
Discussion about lease status for next year and beyond if necessary due to building project timeline.			

**IV. Finance & Fundraising Items** **6:21 PM**

- |  |      |               |      |
|--|------|---------------|------|
| <b>A. Monthly Financials</b>                   | Vote | Tricia Walker | 5 m  |
| <b>B. FY20 Budget Final Draft for Approval</b> | Vote | Meghan Wagner | 15 m |
| <b>C. Compensation and Benefits Report</b>     | FYI  | Bill Spierer  | 10 m |
| <b>D. Employee Guidelines 2019-20 Update</b>   | Vote | Meghan Wagner | 5 m  |
- Review minor recommended changes to the Employee Guidelines for next school year.

**V. Academic Items** **6:56 PM**

- |                                    |         |              |     |
|------------------------------------|---------|--------------|-----|
| <b>A. April Academic Dashboard</b> | Discuss | Bill Spierer | 5 m |
|------------------------------------|---------|--------------|-----|
- Review of academic and school culture highlights.
- |                                      |     |              |     |
|--------------------------------------|-----|--------------|-----|
| <b>B. Middle School Model Report</b> | FYI | Bill Spierer | 5 m |
|--------------------------------------|-----|--------------|-----|
- An overview of how the school model will change in the middle school, beginning next year in the 5th grade.

**VI. Governance Items** **7:06 PM**

- |   |     |              |      |
|---|-----|--------------|------|
| <b>A. Report on Charter Renewal Process</b> | FYI | Bill Spierer | 10 m |
|---|-----|--------------|------|

**VII. Closing Items** **7:16 PM**

- |                              |     |                |     |
|------------------------------|-----|----------------|-----|
| <b>A. Next Board Meeting</b> | FYI | Robert Leonard | 2 m |
|------------------------------|-----|----------------|-----|
- The next scheduled board meeting is on Wednesday, 6/19/19 at 5:45 pm. Bill proposes changing this to Wed., 6/26/19 if schedules allow.
- |                           |      |                |     |
|---------------------------|------|----------------|-----|
| <b>B. Adjourn Meeting</b> | Vote | Robert Leonard | 1 m |
|---------------------------|------|----------------|-----|