

APPROVED



**Springfield Prep**  
CHARTER SCHOOL

## Springfield Prep

# Minutes

## Governance Committee Meeting

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### **Date and Time**

Tuesday February 28, 2017 at 5:45 PM

### **Location**

370 Pine St.

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This meeting of the Springfield Prep Charter School Governance Committee will be held at 370 Pine St. on 2/28/17 at 5:45 pm. Meeting notice was posted on the school's website ([www.springfieldprep.org](http://www.springfieldprep.org)) on 2/18/17 at 7:30 am.

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### **Committee Members Present**

A. Grant, B. Spierer, D. Williams

### **Committee Members Absent**

R. Leonard

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## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

B. Spierer called a meeting of the Governance Committee of Springfield Prep to order on Tuesday Feb 28, 2017 at 5:50 PM.

### **C. Approve Minutes**

A. Grant made a motion to approve minutes from the Governance Committee Meeting on 01-17-17, with edits. Governance Committee Meeting on 01-17-17.

D. Williams seconded the motion.

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

## **II. Governance**

### **A. Year 2 Site visit overview and preparation**

The committee discussed the upcoming site visit. Danielle explained the format of the visit from last year and the types of questions the meeting would likely cover.

### **B. Head of School Goals**

The committee discussed how to use these this year and in future years. Going forward, Chair and Bill will develop or modify these over the summer after the previous school year's Head of School evaluation has been done. The committee will present this to the board at the next meeting for approval.

### **C. School communications regarding immigration**

The committee discussed the purpose and content of a letter like this. It was suggested that if we send a letter, it focuses more clearly on our obligations and what we see as our mission in hopes of reassuring parents. Bill will consult with school leadership team about whether issues of immigration are, in fact, a concern for our school community and will redraft a letter to share with the board if he decides to move forward in sending one out.

## **III. Other Business**

### **A. Review Board Goals Dashboard**

Bill will check in with Bob about his outreach efforts.

## **IV. 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 6:55 PM.

Respectfully Submitted,  
D. Williams