

APPROVED



Springfield Prep
CHARTER SCHOOL

Springfield Prep

Minutes

Governance Committee Meeting

Date and Time

Monday June 19, 2017 at 5:45 PM

Location

370 Pine St.

This meeting of the Springfield Prep Charter School Governance Committee will be held at 370 Pine St. on 6/19/17 at 6:00 pm. Meeting notice was posted on the school's website (www.springfieldprep.org) on 6/15/17 at 5 pm.

Committee Members Present

A. Grant, B. Spirer, R. Leonard

Committee Members Absent

D. Williams

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

A. Grant called a meeting of the Governance Committee of Springfield Prep to order on Monday Jun 19, 2017 at 5:50 PM.

C. Approve Minutes

R. Leonard made a motion to approve the minutes from the Governance Committee Meeting on 04-24-17. Governance Committee Meeting on 04-24-17.

A. Grant seconded the motion.

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

II. Governance

A. Head of School Evaluation

The committee discussed the Head of School evaluation process. The plan will be to distribute the evaluation by 6/23; the board will review the evaluation and discuss it at the 7/27/17 board meeting. The board will provide a report to the Head of School during the month of August.

B. Employee Guidelines

The committee discussed the school's Employee Guidelines. The committee recommends that the board accept all changes to guidelines except the edits to the CORI/SORI/CHRI policy.

C. Student and Family Handbook

The committee discussed the school's Student and Family Handbook. One question that came up regarded the use of cell phones and whether that is something the handbook should address more explicitly given that the school will be serving older students next year. Mr. Spierer will ask Veritas Prep for a copy of its cell phone policy to review.

III. Closing Items

A. Adjourn Meeting

R. Leonard made a motion to adjourn the meeting.

A. Grant seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,

A. Grant